

Kadaltilla

Adelaide Park Lands Authority



BOARD MEETING AGENDA

Thursday, 22 June 2023 at 4.30 pm
Colonel Light Room, Adelaide Town Hall

Kadaltilla / Adelaide Park Lands Authority

Board Meeting Agenda, Thursday, 22 June 2023 at 4.30 pm
Colonel Light Room, Adelaide Town Hall

Membership	The Lord Mayor 4 other members appointed by the Council 5 members appointed by the Minister for Planning
Quorum	6
Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Deputy Presiding Member	Kirsteen Mackay
Board Members	Allison Bretones Rob Brookman AM Ashley Halliday Stephanie Johnston Councillor Keiran Snape Les Wanganeen Craig Wilkins Ben Willsmore
Proxy Board Members	Professor Emeritus Damien Mugavin Councillor Henry Davis Tania Taylor

Agenda

Purpose

1. Welcome and Opening

1.1 Acknowledgement of Country

At the opening of the Board Meeting, the Board member presiding will state:

'Kadaltilla / Adelaide Park Lands Authority 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.'

1.2 Apologies

Board Member – Alison Bretones

To note

1.3 Confirmation of Minutes

That the Minutes of the meeting of the Board of Kadaltilla / Adelaide Park Lands Authority held on 25 May 2023 be taken as read and be confirmed as an accurate record of proceedings.

To confirm

4 - 7

2.	Conflict of Interest		
3.	Presiding Member Report (verbal)	To inform	
4.	Representations (verbal)		
4.1	Michael Burns - Adelaide Park Lands Decision Making	To be heard	
5.	Items for Board Discussion		
5.1	External Presentation - Adelaide Aquatic Centre Development	To discuss	8 - 19
5.2	External Presentation - New Women's and Children's Hospital Update	To discuss	20 - 34
6.	Items for Board Decision		
6.1	Adelaide Aquatic Centre Redevelopment	For decision	35 - 39
6.2	Workshop on Draft Victoria Park Master Plan	For decision	40 - 92
6.3	South Australian Motor Sport Board World Solar Challenge Event Consultation	For decision	93 - 96
6.4	Updated Kadaltilla Code of Practice	For decision	97 - 154
7.	Items for Noting		
7.1	Standing Item: Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes	To note	155 - 157
8.	Other Business	To discuss	
9.	Meeting Close		

Kadaltilla

Adelaide Park Lands Authority



BOARD MEETING MINUTES

Thursday, 25 May 2023
Colonel Light Room, Adelaide Town Hall

KADALTILLA / ADELAIDE PARK LANDS AUTHORITY

Board Meeting Minutes, Thursday, 25 May 2023, at 4.47 pm
Colonel Light Room, Adelaide Town Hall

Present:

Presiding Member	The Right Honourable the Lord Mayor, Dr Jane Lomax-Smith
Board Members	Rob Brookman AM Councillor Keiran Snape Craig Wilkins Ben Willsmore Professor Emeritus Damien Mugavin (Proxy for Stephanie Johnston)

- 1 **Item 1 - Welcome and Opening**
- 2 **Item 1.1 - Acknowledgement of Country**

Kadaltilla / Adelaide Park Lands Authority 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.
- 3 **Item 1.2 - Apologies**

Deputy Presiding Member – Kirsteen Mackay
Board Member – Allison Bretones
Board Member – Ashley Halliday
Board Member – Stephanie Johnston
Board Member – Les Wangangeen
- 4 **Item 1.3 - Confirmation of Minutes**

Board Decision

Moved by Councillor Keiran Snape,
Seconded by Ben Willsmore -

That the Minutes of the meeting of the Board of the Kadaltilla / Adelaide Park Lands Authority held on 27 April 2023 be taken as read and be confirmed as an accurate record of proceedings.

Carried
- 5 **Item 2 - Conflict of Interest**

Disclosure of Conflict of Interest Nil
- 6 **Item 3 - Presiding Member Report**

The Presiding Member provided a verbal report to the Board
- 7 **Item 4 - Representations (verbal)**

Nil
- 8 **Item 5 - Items for Board Discussion**

Item 5.1 – Defining and Identifying Alienation of Park Lands Presenter: Jared Wilson, Team Leader Park Lands Planning

9 Item 6 - Items for Board Decision

10 **Item 6.1 – Draft Victoria Park Master Plan**

Board Decision to Advise City of Adelaide

Moved by Ben Willsmore,

Seconded by Councillor Keiran Snape -

THAT THE KADALTILLA / ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Kadaltilla / Adelaide Park Lands Authority:

Endorses the draft Victoria Park / Pakapakanthi (Park 16) Master Plan as provided in Attachment A to Item 6.1 on the Agenda for the meeting of the Board of Kadaltilla held on 25 May 2023 for the purposes of Council undertaking community consultation.

Carried

CoA Council meeting to note Kadaltilla advice 13 June 2023.

11 Item 7 - Items for Noting

12 **Item 7.1 – Standing Item: Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes**

Board Decision

Moved by Craig Wilkins,

Seconded by Councillor Keiran Snape -

That Kadaltilla / Adelaide Park Lands Authority:

Receives the report contained within Item 7.1 on the Agenda for the meeting of the Board of Kadaltilla held on 25 May 2023.

Carried

14 Item 8 - Other Business

Action Arising

- That Administration bring back current photos of the “Lie of the Land” artwork, the original concept design, and photos of the planting on North Tce
- That Administration brings back the current footprint and analysis of growth of Sporting Complex buildings in Park Lands (5 to 10 years)
- Incorporate into next public forum discussion of “Alienation” of Park Lands
- That Administration investigate new oval usage signage in Park Lands and report back to the Board
- That Administration gather advice regarding pending SACA signage and report back to the Board
- That Administration brings back a report on the status and survival rates on butterflies in Victoria Park
- That Administration organise a special workshop session for the Board during the consultation period to discuss the Draft Victoria Park Master Plan
- That Administration create an opportunities Road Map or list of returnable Park Lands areas and report back to the Board
- That Administration investigate a Memorandum of Understanding (MoU) or agreed Definitions with State Govt in relation to “Alienation”

Meeting Close

Board meeting closed at 6.28 pm

Next Board meeting

4.30 pm Thursday, 22 June 2023 Colonel Light Room, Adelaide Town Hall

Lord Mayor, Dr Jane Lomax-Smith
Presiding Member
Kadaltilla / Adelaide Park Lands Authority

City of Adelaide Staff

In Attendance

Ilia Houridis, Director City Shaping
Sarah Gilmour, AD Park Lands, Policy & Sustainability
Jared Wilson, Team Leader Park Lands Planning
Matthew Field, Manger, Park Lands & Sustainability
Kathryn Goldy, Team Leader Council Governance
Alison Ackland, Adelaide Park Lands Authority Advisor



Adelaide Aquatic Centre Redevelopment

**Thursday, 22 June 2023
Board Meeting**

Author:
Jennifer Kalionis, Associate
Director City Culture

Public

Purpose of Workshop

The purpose of the workshop is for Department for Infrastructure and Transport (DIT) to present plans and information relating to a revised project timeline and revised facility site for the new Adelaide Aquatic Centre Redevelopment.

We will also provide an overview of the key next steps for Kadaltilla and that need to be progressed by Council.

There will be the opportunity for questions from Kadaltilla members during the presentation.

- END OF REPORT -

Adelaide Aquatic Centre Development

City of Adelaide Update

13 June 2023

Status update

- Concept design progressing
- Project update by Premier, Minister for Infrastructure and Transport, Treasurer 11 June 2023
 - Concept design images released
 - Increased project budget
 - Existing centre to close August 2024
 - Sports vouchers announced
 - Procurement for the project builder commenced
- Post project announcement activities (on Saturday, as well as over the new few weeks)
 - Contact made with key stakeholders including key user groups, pool operators and other key stakeholders
 - Project website updated, social media posts and email sent to people who have registered for updates
 - Pop-up in Adelaide Aquatic Centre lobby staffed at key times since Saturday afternoon
 - Barton Terrace West residents door knocked
 - Letterbox drop to occur this week to local residents
 - Community Information Sessions planned for 22 June and 24 June 2023

Concept Design

Preliminary Entry View



Concept Design

Preliminary Entry View



Concept Design

Preliminary Entry View



Concept Design

Preliminary Entry View



Artist's Impression

Key scope items

- The new centre will include:
 - 50m, 10-lane indoor pool suitable for carnivals, sport and recreational use
 - a 25m, six-lane outdoor pool with lagoon
 - a dedicated warm-water indoor pool incorporating a rehabilitation program
 - a dedicated indoor pool for learn-to-swim programs
 - diving amenities
 - extensive indoor and outdoor all-ages play areas with waterslides, splash zones, BBQs and lawned areas
 - café available for both centre visitors and other Park 2 users
 - gym and fitness facilities three times larger than previously planned
 - spa, sauna and steam room
 - community change rooms
 - improved car parking with access from Jeffcott Road, improved public transport, pedestrian and cycle pathways connecting the centre with existing networks

Facility size – existing vs new

Key Metrics	Current	New
Building height	19.5m high point of roof	17.5m water slide tower 12m two storey section 7m southern side (lower in some sections)
Building footprint / area	11,360 sqm	9,500 sqm
Car Park area	8,600 sqm (266 carparks)	12,500 sqm (375 carparks)
External areas (forecourt, public realm, etc)	10,345 sqm	7,305 sqm
Total project site area	30,305 sqm [Note 1]	29,305 sqm

[Note 1] The area was surveyed by a licensed surveyor. The area included the existing centre and carpark and all the areas within.

Return to Park Lands zone

Return to Park Lands Working Group established with Council officers

Integration of Return to Park Lands scope into project Master Plan includes:

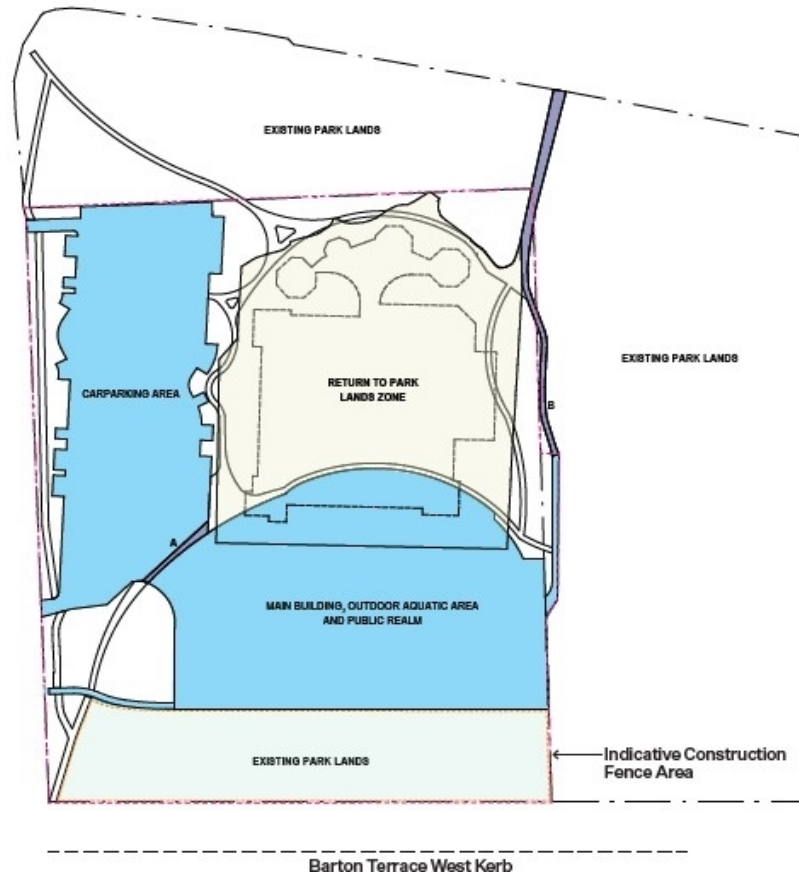
- 70m set back from Barton Terrace West kerb
- Park Land Trail and connections maintained
- Recreational sporting oval capable of a range of uses
- Improved movement networks (park trails, pathways and service access roads)
- Tree planting and green canopy landscape strategy
- Grass area to south of the centre



Development Area

Adelaide Aquatic Centre Development Area

Development Area - AACD and Return to Park Lands Zone
(after Demolition of Existing Centre)



- Area in blue is the proposed area for the Adelaide Aquatic Centre Development
- Area in light green is the Return to Park Land Zone for the purpose of determining the design and funding with the CoA
- Up until August 2024 when the existing centre closes, access will be maintained to the existing centre carpark and existing aquatic centre during this time

Next Steps

Next Steps

- Execution of the Project Agreement with CoA
 - Targeting end June 2023
- Further analysis of users of the existing facility and alternative aquatic facilities
 - Being led by Office of Recreation, Sport and Racing
 - Expanding on the preliminary work completed to date
- Progressing to lodge with SCAP mid July 2023
 - Public consultation process as part of SCAP
- Builder engaged October 2023
- Planned commencement on-site, subject to SCAP approval, October 2023
 - Site establishment including maintaining access to the existing centre, relocation of site services within the new centre footprint, site preparation and establishment works etc

Kadaltilla

Adelaide Park Lands Authority

New Women's and Children's Hospital Update

**Thursday, 22 June 2023
Board Meeting**

Author:
Sarah Gilmour, Associate
Director Park Lands, Policy &
Sustainability

Public

Purpose of Workshop

The purpose of the workshop is for SA Health to present plans and information relating to the new Women's and Children's Hospital, including the design approach, planning considerations and Park Lands integration.

There will be the opportunity for questions from Kadaltilla members during the presentation.

- END OF REPORT -

New Women's and Children's Hospital

Brendan Hewitt, New WCH Project Director

Kadaltilla / Adelaide Park Lands Authority Board Meeting
22 June, 2023

Big plans, better care for the long term.

Acknowledgement of Country

Ngadlurlu tampinhi, yalarra ngadlu Kurna yartangka inparrinhi. Ngadlurlu parnuku tuwila yartangka tampinhi. Ngadlurlu Kurna Miyurna yaitya yarta-mathanya Kurna yarta tampinhi. Yalarra parnuku yailtya, parnuku tapa purruna puru purruna.

We would like to Acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the custodians of the greater Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

New WCH Features

- Total Capacity - 414 beds (76 increase), 14 Theatres (9 increase)
- 25% bigger than the current WCH
- Critical care services on one floor
- Dedicated Heliport
- Project budget \$3.2 billion
- Completion 2030- 2031
- Dedicated car park with over 1300 spaces
- New WCH and RAH expansion capacity
- A Hospital in the Park



New WCH Master Plan

- Based in Kurna Country on the Barracks site
- Released 29 May 2023
- Marks another step to delivering a state-of-the-art facility that will give South Australian families access to the most advanced hospital care, technology and medical research for generations to come
- Key focus on transport, access, path networks and connection to Park Lands

New Women's and Children's Hospital

Master Plan

May 2023



NWCH-RP-A-XX-MPPR (F)



- Document available at www.newwch.sa.gov.au

A Hospital In The Park

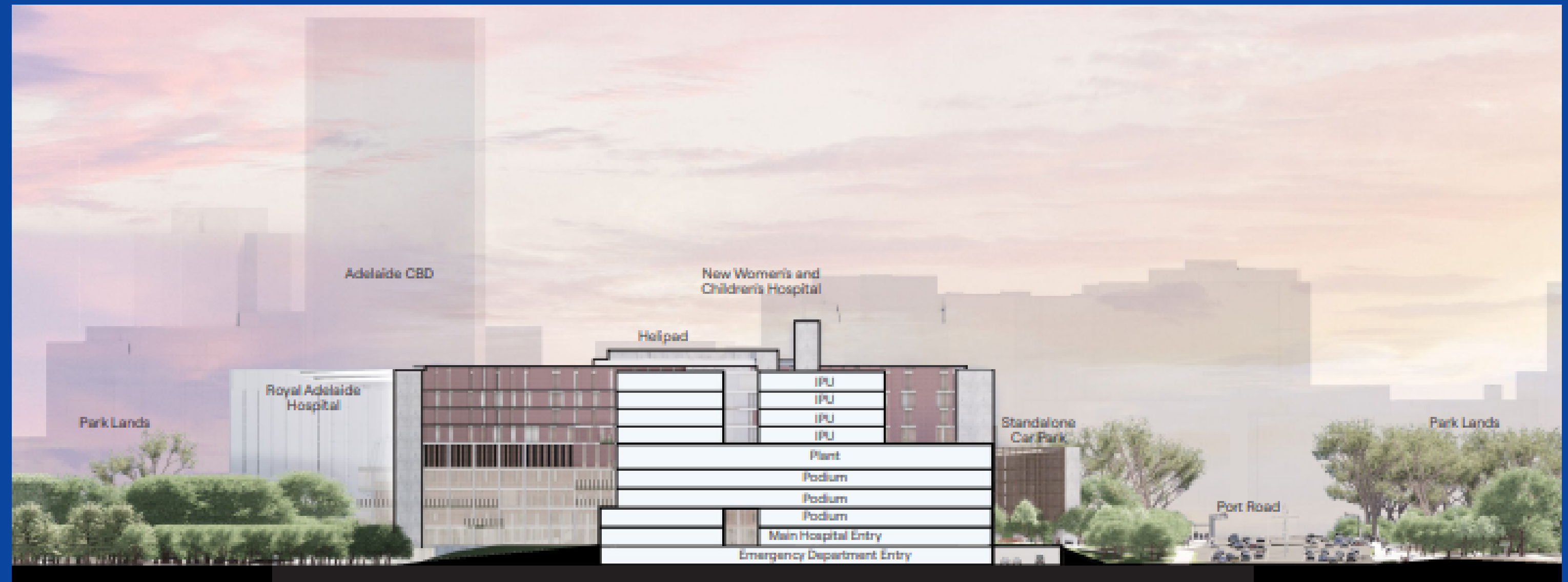


Design Approach

The New WCH is accommodated over 10 levels (plus plant and Helipad)

There are several benefits to the proposed solution such as:

- Providing a more **efficient design** that supports a healing environment by maximising access to **natural light, views and connection to Park Lands,**
- **Reducing travel distances, providing efficient patient flows** and work processes, reducing waste and providing closer proximity to equipment and services,
- Optimising the building footprint to **minimise the impact on Park Lands**
- Engineering with efficiency in mind.
- Team focus on Environmentally Sustainable Design and Construction.



Existing Conditions Overlay



Built Form Overlay - Precinct Setting



Built Form Overlay - Project Site

Planning Considerations - Site Constraints



Rail Track Clearances



Building Level and Height Limits

Potential Site Connections

Public Transport Connections



- KEY**
- Entry/Access Point
 - Main Hospital Entry
 - ↔ Existing/Enhanced Pedestrian / Cyclist Connection
 - ↔ Proposed Pedestrian / Cyclist Connection
 - ↔ Possible Future Connection by Others
 - ↔ Vehicle Connection
 - ↔ SUP, linking river bike track to city and RAH
 - - - Boundary

- KEY**
- Bus Stop
 - Tram Stop
 - Future Tram Stop Opportunity
 - Main Hospital Entry
 - ↔ To Metro Train Station
 - - - Boundary

Public Transport Connections - Bus, Train, Tram

Public transport links are readily accessible with bus and tram routes along Port Road, and train stations are a short walk or ride to Mile End or along North Terrace to Adelaide Train Station.

Park Lands Integration - Optimised Public Space Access

- 30,000m² additional accessible Park Lands
- Inaccessible areas of the Park Lands will be transformed into open, landscaped areas and will include a 'Nature Play' area and family-friendly spaces
- Direct connection to the Park Lands, enhancing recovery and wellbeing
- Opportunities for connection to nature and the Park Lands



Hospital in a park - Nature as a partner



Next Steps

- Concept Design – scheduled for completion September 2023
- Government consideration of Project Concept report and referral to Public Works Committee and State Planning Commission – late 2023
- Schematic Design – scheduled to commence October 2023 for approximately 8 months
- Commencing early works late 2023/early 2024



Enabling Access to
Kate Cocks Park



**Government
of South Australia**



**Women's
& Children's
Hospital**

Kadaltilla

Adelaide Park Lands Authority

Adelaide Aquatic Centre Redevelopment

**Thursday, 22 June 2023
Board Meeting**

Author:

Jennifer Kalionis, Associate
Director City Culture

Public

Purpose

The purpose of this report is to provide an update on the State Government's new Adelaide Aquatic Centre Redevelopment (the Redevelopment). The Department for Infrastructure and Transport (DIT) will present plans and information relating to a revised project timeline and revised facility site.

An overview of relevant elements of the proposed Project Agreement will also be presented that outline requirements between the Minister for Infrastructure and Transport and The Corporation of the City of Adelaide, along with impacts of the Redevelopment on current Denise Norton Park / Pardipardinyilla (Park 2) Lessee Blackfriars Priory School (Blackfriars).

Recommendation

THAT THE KADALTILLA / ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Kadaltilla / Adelaide Park Lands Authority:

1. Receives the information on the Adelaide Aquatic Centre Redevelopment, presented by the Department for Infrastructure and Transport (DIT).
2. Endorses the following principles relating to the values of the Park Lands and their management and protection including any built form, and the granting or operation of leases and licences to be negotiated and executed by the Lord Mayor, CEO or delegate in the Final Project Agreement for the New Adelaide Aquatic Centre between the Minister for Infrastructure and Transport and The Corporation of the City of Adelaide on behalf of the Council,
 - 2.1. negotiation of a long-term lease that does not exceed 42 years and meets the Lease and Licence Policy requirements of Council.
 - 2.2. a commitment for the State Government to make good on any areas impacted outside of the Redevelopment site that were required or damaged during construction.
 - 2.3. the design of the Return to Park Lands Zone is undertaken in consultation with the Council and in accordance with the Planning, Development and Infrastructure Act 2016 (PDI Act) and any statutory instruments issued under the PDI Act or otherwise relevant;
 - 2.4. the demolition of the Original Centre and the Return to Park Lands Works of the Return to Park Lands Zone are undertaken by DIT, noting 2.4 and 2.5 would be required to be part of the Development Application for the Adelaide Aquatic Centre Redevelopment.
 - 2.5. agreement on a licence for the purpose of commencing construction that is in line with Council policy.

Implications

Adelaide Park Lands Management Strategy 2015-2025	Adelaide Park Lands Management Strategy 2015-2025 Continue to enhance the Adelaide Aquatic Centre to meet community expectations. Generate a greater focus on servicing the play space and picnicking areas through increased offerings and better access to the existing commercial operations.
2020-2025 Strategic Plan	Adelaide Park Lands Authority 2020-2025 Strategic Plan Strategic Plan Alignment – Advice Provide advice on plans, projects and policies for the Adelaide Park Lands.
Policy	<p>Community Land Management Plan for the Adelaide Park Lands (2023)</p> <p>The current Community Land Management Plan (CLMP) for Denise Norton Park / Pardipardinyilla (Park 2) envisages an Aquatic Centre.</p> <p>The Minister, adjoining Councils and relevant State authorities are currently considering the consolidated draft CLMP. Public consultation is expected to commence during July.</p> <p>The draft consolidated CLMP includes provision of ‘facilities for indoor aquatic, fitness and allied health and ancillary uses’ as a key objective for Denise Norton Park / Pardipardinyilla (Park 2) and anticipates the Adelaide Aquatic Centre Redevelopment by the State Government at this site.</p> <p>City of Adelaide manages leases and licences on the Park Lands in accordance with the Adelaide Park Lands Leasing and Licensing Policy.</p> <p>The State Government’s proposal directly impacts land that Council currently licences to Blackfriars Priory School as sports ovals. This licence agreement is due to expire on 31 December 2023, which is after Department for Infrastructure and Transport (DIT)’s proposed project commencement date.</p>
Consultation	On 13 June 2023, DIT presented the paper identifying the revised project details outlined in 7 and presented plans to Council in a CEO Briefing.
Resource	Not as a result of this report.
Risk / Legal / Legislative	The <i>Local Government Act 1999 (SA)</i> and the <i>Adelaide Park Lands Act 2005 (SA)</i> govern the approach to this matter.
Opportunities	The State Government is promoting the project following extensive community consultation. DIT are committed to a design that demonstrates no net loss of Park Lands, is able to reuse the current car park location and minimise impacts to trees.
City of Adelaide Budget Allocation	Current venue to cease operation in August/September 2024 to allow for demolition in the 2024/25 financial year.
Life of Project, Service, Initiative or (Expectancy of) Asset	The project is expected to commence in September 2023 with construction scheduled for completion in 2025-2026. Current Adelaide Aquatic Centre closure sought by the State Government by August/September 2024.
Ongoing Costs (eg maintenance cost)	Ongoing maintenance costs in relation to the Return to Park Lands Zone to be determined.
Other Funding Sources	Not as a result of this report

Discussion

1. On 10 June 2023, the State Government made a public announcement on the new Adelaide Aquatic Centre Redevelopment, advising the following project details:
 - 1.1. a \$55 million increase in projected expenditure by the State Government, bringing the total project cost to \$135 million
 - 1.2. return of 1,000 square metres of open space to the Park Lands through a minimised facility footprint
 - 1.3. an increased set back of the new facility from Barton Terrace West to 70 metres
 - 1.4. closure of the existing facility in August 2024 to accommodate the adjustment to site location
 - 1.5. State Government support for staff to be redeployed to other roles following the closure of the existing facility
 - 1.6. a commitment by State Government to relocate users to other facilities around metropolitan Adelaide while both facilities are closed and issue Sports Vouchers to Learn to Swim participants.
2. DIT brought forward the facility closure date to August 2024 is a result of public sentiment captured in feedback and engagement through Council and Administration to site the Redevelopment further north and away from residents on Barton Terrace West.
3. Furthermore, DIT has advised that the closure of the existing centre in August 2024 will enable a long term coordinated 'whole of park' design response, shorten the construction program, provide a safer environment during construction, and reduce the financial impacts to the CoA to maintain and operate the existing centre by a year.
4. The impact of this decision will allow a design response that incorporates shifting the site location of the new facility further north, increasing the distance from Barton Terrace West to the southern side of the new centre from 40m to 70m subject to final design. The re-siting of the centre 70m from Barton Terrace West responds to the concerns of local residents and the CoA's submission to the Code Amendment consultation.

Project Agreement and Principles

5. DIT have prepared a draft Project Agreement for the New Adelaide Aquatic Centre between the Minister for Infrastructure and Transport and The Corporation of the City of Adelaide (the Project Agreement), to be executed by mid July 2023.
6. The Project Agreement incorporates key guiding principles including, but not limited to:
 - 6.1. a commitment to funding that only extends to the demolition of the existing venue and the provision of a new playing field.
 - 6.2. negotiation of a long-term lease that does not exceed 42 years and meets the Lease and Licence Policy requirements of Council.
 - 6.3. a commitment to make good on any areas impacted outside of the Redevelopment site that were required or damaged during construction.
 - 6.4. the design of the Return to Park Lands Zone is undertaken in consultation with the Council and in accordance with the *Planning, Development and Infrastructure Act 2016 (PDI Act)* and any statutory instruments issued under the *PDI Act* or otherwise relevant.
 - 6.5. the demolition of the Original Centre and the Return to Park Lands Works of the Return to Park Lands Zone are undertaken by DIT, noting 20.4 and 20.5 would be required to be part of the Development Application for the Adelaide Aquatic Centre Redevelopment.
 - 6.6. agreement on a licence for the purpose of the paper. Ideally this commencing construction that is in line with Council policy.
 - 6.7. the Redevelopment site being confirmed at 70 metres from the northern side of Barton Terrace West.
7. The Project Agreement also contemplates the legislative processes that Council must follow under both the *Local Government Act (SA) 1999* and the *Adelaide Park Lands Act (SA) 2005*, including,
 - 7.1. constraints on Council including statutory and aligned processes of any necessary amendments to the scope of the existing Community Land Management Plan (CLMP) for Park 2. The CLMP is currently under review and endorsed by Council for consultation.

Return to Park Lands Zone

8. The Adelaide Aquatic Centre Redevelopment plans will indicate the 'Return to Park Lands Zone', which includes the landscaping and the reinstatement of a playing field to the north of the Redevelopment in the land previously occupied by the current facility.
 - 8.1. Administration has shared with DIT guiding principles from the Adelaide Park Lands Management Strategy to support their planning for the 'Return to Park Lands Zone'.
9. DIT's works program includes the delivery of a significant portion of the Return to Park Lands Zone through open landscaped areas and will make good sense of the southern part of the site, between the new facility and Barton Terrace West, which will be used in part as a site compound during construction.

DIT's 'No Net Loss of Park Lands' Methodology

10. DIT have calculated the area of Park 2 taken up by the existing Adelaide Aquatic Centre as 30,305m². The existing Adelaide Aquatic Centre area has been measured as follows:
 - 10.1. The area was surveyed by a licensed surveyor and the survey data has been used to calculate the area of the existing centre,
 - 10.2. The area included the existing centre and carpark and all the areas within,
 - 10.3. The area has been calculated by measuring as follows:
 - 10.3.1. to the north the kerb line north side of the existing service road has been included as this serves the centre
 - 10.3.2. to the east the existing fence line, including all plant and equipment has been measured,
 - 10.3.3. to the south the existing fence line has been used,
 - 10.3.4. to the west the outside of the carpark has been used.
 - 10.4. This is the baseline calculation presented by DIT as demonstration of 'No Net Loss of Park Lands'. DIT references to 'No Net Loss of Park Lands' will be measured against this agreed area of 30,305m².
 - 10.5. DIT have committed that the equivalent area of the new centre and its associated support spaces similar to above (car park, fence line etc) will be measured against this and will be below this value.
11. A report will be presented to Council in July 2023 seeking Council's endorsement of the location of the new facility and endorsement to negotiate principles for a 42-year lease.

Policy Considerations / Lease and Licencing

12. Entering into a long-term lease agreement, means that CoA will have to pay regard to processes embedded in the *Local Government Act (SA) 1999* (LG Act) and *Adelaide Park Lands Act (SA) 2005* (APLA Act), this includes:
 - 12.1. Community Consultation (LG Act), and
 - 12.2. Placing the lease before both Houses of Parliament (APLA Act).
13. To facilitate the construction of the new facility, Council will also need to enter into a Construction Licence with the Minister for Infrastructure and Transport, and it is proposed that consultation on the 42-year lease and Construction Licence occur at the same time.
14. The new centre will be located on Park Lands that are currently subject to existing rights by virtue of a licensed to Blackfriars Priory School (Blackfriars). These rights are to expire 31 December 2023, and Council are engaging with them as part of this State Government Redevelopment process.
15. Preliminary project works commencing in September/October 2023 will impact playing fields that form part of the lease agreement between Blackfriars and the CoA.
16. Administration will present to Council in a future report a proposed lease for the available portions of Park 2 for the period that is aligned to the State Government's construction program before considering any longer-term outcomes for the Lessee.
17. Administration has also sought that DIT and ORSR consider alternative options in the event that existing CoA infrastructure cannot provide a short-term solution for Blackfriars or their sub-Lesseees during the construction phase.

Next Steps

18. A report to be presented to Council on 11 July 2023 seeking Council's endorsement of the location of the new facility and endorsement to negotiate and consult on a 42-year lease and license to construct.

19. By mid July 2023, the Redevelopment will be lodged with the State Commission Assessment Panel (SCAP).
20. A report addressing the 42-year lease, Construction License and CLMP for Park 2 will be presented to Kadaltilla.
21. A further report addressing Blackfriars tenure in Park 2 will be presented to Kadaltilla.

Attachments

Nil

- END OF REPORT -

Kadaltilla

Adelaide Park Lands Authority

Workshop on Draft Victoria Park Master Plan

**Thursday, 22 June 2023
Board Meeting**

Author:
Sarah Gilmour, Associate
Director Park Lands, Policy &
Sustainability

Public

Purpose

The purpose of this report is to give Kadaltilla Members an opportunity to workshop and provide feedback on the draft Victoria Park Master Plan.

Recommendation

THAT THE KADALTILLA / ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL:

That the Kadaltilla / Adelaide Park Lands Authority:

1. Authorises Administration to formalise workshop feedback into a draft submission from Kadaltilla on the draft Victoria Park / Pakapakanthi Master Plan and circulate to Members for finalisation out of session.
-

Implications

Adelaide Park Lands Management Strategy 2015-2025	Adelaide Park Lands Management Strategy 2015-2025 The Victoria Park Precinct Plan contained in the Adelaide Park Lands Management Strategy 2015-2025 was used as the base concept for the draft Master Plan development.
2020-2025 Strategic Plan	Adelaide Park Lands Authority 2020-2025 Strategic Plan Strategic Plan Alignment – Environment Improve community connection with the natural and cultural landscape of the Park Lands.
Policy	Delivery of the final stages of Victoria Park is identified as a Big Move – Places and Spaces in the Adelaide Park Lands Management Strategy 2015-2025.
Consultation	Targeted stakeholder consultation was undertaken in 2022 to inform the Master Plan. Broad community and stakeholder consultation will be undertaken in 2023 on the draft Master Plan.
Resource	Broad costings will be undertaken following community and stakeholder consultation on the draft Master Plan and prior to final decision by the Council.
Risk / Legal / Legislative	Consideration for the <i>Motorsport Act 1984 (SA)</i> and 2023 Declared Area has been included in the draft Master Plan.
Opportunities	The draft Master Plan provides a vision and framework to enhance Victoria Park and guide future investment.
City of Adelaide Budget Allocation	\$60,000 in 2022/2023.
Life of Project, Service, Initiative or (Expectancy of) Asset	The Master Plan outlook is for 5-10 years.
Ongoing Costs (eg maintenance cost)	Dependant on existing asset renewal and extent of proposed new works.
Other Funding Sources	External funding sources will be pursued for implementation of a Master Plan for Victoria Park. This may include from National and State Government, Capital City Committee, adjoining Council contributions (where appropriate), recreation and sport grants, club and association co-investment, Brownhill Keswick Creek Stormwater Project, and South Australian Motorsport Board.

Discussion

Background

1. The purpose of this report is to give Kadaltilla Members an opportunity to workshop and provide feedback on the draft Victoria Park Master Plan.
2. At its meeting on 27 April 2023 a [workshop](#) was held with Kadaltilla on the draft principles and key themes of the draft Victoria Park / Pakapakanthi (Park 16) Master Plan.
3. At its meeting on 25 May 2023, the draft Victoria Park / Pakapakanthi (Park 16) [Master Plan](#) was presented to Kadaltilla who [endorsed](#) the draft Master Plan for the purposes of Council undertaking community consultation.
4. At its meeting on 25 May 2023 Kadaltilla provided initial feedback but requested Administration “*organise a special workshop session for the Board during the consultation period to discuss the Draft Victoria Park Master Plan.*”
5. Feedback provided by Kadaltilla Members at the 25 May 2023 meeting is summarised as follows:
 - 5.1. Review the locations for toilets to service multiple areas in walking distance from activities
 - 5.2. Review the extent of model aircraft zone and the wetland interface
 - 5.3. Develop greater detail on potential landscape planting zones
 - 5.4. Explore temporary activations of hard stand area outside of motorsport timeframes
 - 5.5. Utilise mobile greening for temporary events
 - 5.6. Pedestrian access overlays to be considered during event management to improve access options and safety
 - 5.7. Engage directly with Department for Infrastructure and Transport during the consultation phase for Fullarton Road transport planning.
6. **Next Steps**
 - 6.1. Administration will capture feedback from Kadaltilla Members during the workshop and prepare a draft submission on the draft Victoria Park Master Plan. The draft submission will be circulated to Members out of session for finalisation prior to submission through the consultation process.

Attachments

Attachment A – Draft Victoria Park Master Plan

- END OF REPORT -

MASTER PLAN FOR VICTORIA PARK/ PAKAPAKANTHI (PARK 16) REVISED DRAFT MASTER PLAN REPORT

CITY OF ADELAIDE
17 MAY 2023

DRAFT

PROJECT #	ADL22060-SK01
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Victoria Park aerial view
City of Adelaide

1.1 Introduction and Purpose

This report has been commissioned by the City of Adelaide (CoA) in response to its commitment to the Kadaltilla/ Adelaide Park Lands Authority to develop a holistic master plan for Victoria Park / Pakapakanthi (Park 16).

The purpose of the Master Plan is to provide an aspirational, inspiring and sustainable blueprint for the future development of the park that balances multiple user needs and ensures the park continues to perform as a key events and recreation space within the city. The Master Plan will also provide clear vision to reinforce its important strategic links to the city.

The brief for the Master Plan identified the following seven key points to be addressed in the Master Plan:

1. Lack of trees and shade particularly, but not exclusively, at the northern end of the park.
2. The need to provide a hospitable and landscaped environment for a future, hotter climate.
3. The cultural and social values of the park.
4. Remnant native plant and animal habitat and original vegetation.
5. Many informal and formal uses of the park.
6. The desire for an inspiring and sustainable landscape.

Project Scope

The project involved a review of background documents, site inspections to confirm existing conditions and a number of workshops with council staff and key external stakeholders to understand key issues and opportunities to be addressed in the Master Plan.

Through an iterative design process, ASPECT Studios developed a series of draft Master Plan recommendations for engagement with both internal and external stakeholders.

This draft Master Plan has been prepared on the basis of the following assumptions:

- That greening initiatives have been selected recognising that open spaces are limited to areas that will not impact on sports and recreational activities.
- That motor sports events will continue to be programmed on the site.



Fig 1: Location and Extent of Study



Victoria Park/Pakapakanthi (Park 16)
City of Adelaide

1.2 Strategic Context

1.2.1 Role of Victoria Park

The park plays an important role as a major events and recreation space for the city with numerous heavily utilised sports fields and open space. It also contains key biodiversity areas and wetlands located in the south of the site which reinforce its ecological function and habitat values.

The park has a rich history of land use as a cultural event place, firstly as a venue for horse racing, established in the 1840s and since the early 1990s, for motor sports. In addition the park is renowned for its use as a sporting venue. The park is also of environmental significance, being the site of the inaugural Arbor Day plantings in 1887 and 1888 and having numerous natural features including Park Lands Creek, Botanic Creek and remnant grasslands and woodlands that form part of a key biodiversity area which is a protected vegetation and butterfly conservation zone.

The 'People's Park', as it has been termed by the City of Adelaide, must balance the needs of multiple stakeholders on a cultural, social, recreational and environmental level.

It is home to the State Government's Adelaide 500 motor racing event which is held annually and which occupies a significant portion of the site. Uninterrupted views to the city and the Adelaide Hills are a key feature of the park due to its relatively open landscape character and slight elevation.

1.2.2 Alignment with Adelaide Park Lands Management Strategy 2015-2025

The Adelaide Park Lands Management Strategy (APLMS) establishes a framework for the ongoing care and development of the Park Lands to ensure a balanced approach to a diverse range of environmental, cultural, recreational and social values and activities. In the context of an increasingly diverse and populous inner urban community in the city's south-east as well as in Unley, Eastwood and Dulwich, the APLMS aims to grow the diversity of activities on offer within Victoria Park while improving the condition of landscapes within the park and improving amenity and accessibility. Key directions identified include:

- Create a formal park to frame the Glen Osmond Road and Hutt Street gateways providing views into the parks and a more appealing streetscape with improved amenity including sealed paths.
- Create an attractive urban address along the southern and eastern boundary that is appealing to use for short-term visits and as an east-west movement option. Provide good amenity and legible connections enticing visitation deeper into the parks. Provide micro and small hubs at regular intervals throughout the zone.
- Develop significant wetlands with associated interpretation, boardwalks and other recreation opportunities, as part of a greater stormwater management plan. Restore the creek line immediately upstream and downstream as part of the works (completed 2022).
- Extend the urban park along East Terrace to provide improved facilities, lighting and amenity.
- Enhance and support the adaptive re-use of buildings in the State Heritage precinct, including uses such as a cafe, kiosk and restaurant.
- Maximise opportunities for activity in and around the State Heritage precinct, including provision of an all-abilities playspace and community courts and develop an ongoing program of activities and events.
- Maintain the woodland and continue to support the initiatives of the community in maintaining and enhancing this area. Provide facilities and amenities to create an appealing place of escape and respite for staff, patients and visitors to St Andrew's Hospital.
- Protect and enhance areas of remnant vegetation and biodiversity significance and provide opportunities for interpretation and limited informal recreation and contemplation.
- Provide additional facilities to enable activation of the southern sports fields.

This Master Plan builds on these key initiatives in the context of the more recent strategic directions of the city.



Fig 2: Strategic context and key linkages



FORMAL PARK

MOVEMENT TYPES

- access road/car park
- promenade
- park lands trail
- edge paths
- walking + running trails
- shared paths

SPORTS + REC

WOODLAND

URBAN ADDRESS

RIPARIAN

Fig 3: Victoria Park Precinct Plan (APLMS 2015-2025)

1.2 Strategic Context

1.2.3 Alignment with other Strategic Plans

Key objectives from other strategic plans that have implications for the Master Plan include:

30 Year Plan for Greater Adelaide

- A Green Livable City Urban Green Cover is increased by 20% in metropolitan Adelaide by 2045.
- Reinforce the role of the Park Lands as a major recreational, sporting, tourism, natural and open asset destination for the city and metropolitan Adelaide that connects the city to the suburbs.

City of Adelaide Strategic Plan 2020-2024

- Thriving communities: increase community use of and access to the Park Lands.
- Dynamic City Culture: Protection, preservation and promotion of our unique built, natural and cultural heritage.
- Environmental Leadership: Enhanced greening and biodiversity.

The Park Lands Community Land Management Plan

- Create a vibrant, flexible and sustainable recreational open space within the iconic Adelaide Park Lands to serve all South Australians, supporting a variety of community activities whilst preserving the unique landscape and heritage qualities of the place. Retain the open expansive nature of the park together with the associated vistas across the park to the hills and city and define open spaces with mature tree planting to the edges of the park.

City of Adelaide Integrated Biodiversity Management Plan 2018-2023

- To enhance the city's biodiversity.
- To connect people with nature.
- To incorporate Kaurna knowledge into the management of the city's biodiversity.

City of Adelaide Active City Strategy 2013-2023

Outcome 1: Great spaces to be physically active

- The city contains a range of spaces that are safe and attractive, with shared facilities that promote community led social interactions.

Outcome 2: Financially sustainable facilities

- Facilities are multipurpose and designed and operated to maximise community use and minimise costs.

Outcome 3: People choose to be physically active in the city

- People have a range of choices for being physically active in the city.
- People of all ages, cultures, means and abilities can actively participate in recreation and sport in the city.

Outcome 4: Community led sports opportunities

- The city hosts regular community sporting events.

City of Burnside Draft City Master Plan

- Retain and extend the current zoning for high density mixed use development along Fullarton Road and the Glenside / Eastwood precinct to provide greater housing choice and diversity within proximity of the Adelaide Park Lands.

1.2.4 Heritage Status

The entirety of the Adelaide Park Lands and city layout is listed National Heritage significance as a masterwork of early colonial planning and urban design. Victoria Park is a prime example of the significant social value that the Park Lands provide to all South Australians and the excellent views and vistas to both the city and the Adelaide Hills.

The Grandstand and associated buildings (kiosk and entrance buildings) located in the north-eastern corner of the park, are listed on the State Heritage Register for their significant associations with the early use of the Park Lands for recreation and with the development of horse racing in South Australia.

1.2.5 Green Infrastructure Planning

In line with the 30 Year Plan for Greater Adelaide's policy to increase urban canopy cover as well as the CoA's strategic objectives and materials framework, there are opportunities to improve Green Infrastructure within the park.



Fig 4: Key State and City of Adelaide Strategic Documents

1.3 Background Overview

Future Urban Growth

In line with Council and State Government strategic planning strategies, increased urban density will see higher resident populations within the vicinity of the park.

Population growth in the CoA area alone is projected to increase by more than 75% over the next 20 years (Adelaide City Council Identification of Development opportunities, URPS, 2022).

As urban population increases, demand for recreational facilities, high quality public spaces and efficient and safe movement corridors will also increase. Victoria Park plays an important role in providing a valuable public space asset to the city and surrounds and as such, future planning should consider improvements to access.

Links to the City

Victoria Park is a part of a key pedestrian and cycle route from the City of Burnside to the city. Options to improve safe crossing points on Fullarton Road (north and south) as well as along Greenhill Road (from the new Glenside Development) should be considered and respond to the anticipated future urban growth envisioned in the City of Burnside draft City Master Plan as well as to complement planned and future cycle networks across the south-eastern part of the city.

The Park Lands Trail

The Park Lands Trail connects at the south of the site through Carriageway Park 17/Tuthangga and continues along the east of Victoria Park where it crosses over Wakefield Road. An opportunity exists to improve the safety and amenity of both of these as major pedestrian entry/exit points to the park.

Parking

The car park located along Fullarton Road to the east of the park is owned and managed by the City of Burnside. An option to expand, upgrade and green this car park should be considered to improve access to the recreation areas of open space within the park. Considerations for the upgrade of all carparks around the park include:

- Provision for Electric Vehicles and charging stations.
- Micromobility and Electric Bike parking and charging stations.
- Emerging vehicle sharing trends (collection/drop off points).
- Smart and intelligent information systems.

Environmental Conditions

Prior to European settlement Victoria Park was open Grey Box/ Blue Gum woodland that included creeks which meandered from the hills across what is now an open flat plain to meet with Botanic Creek. The south of the site is a Key Biodiversity Area, which contains the Wetlands, remnant vegetation and the butterfly conservation zone. Within this Master Plan opportunities exist to expand the extent of native planting, with consideration to the protection of the environmentally sensitive Protected Conservation Zone.

Landfill has been placed throughout the park to create the racecourse and open fields across the site. Known areas of site contamination exist, particularly through the middle of the park and should be a consideration for any future works.

The park contains two creek lines that continue into adjacent parks: Botanic Creek to the north and Park Lands Creek to the south. Opportunities exist to restore these creek lines and enhance the connection people have with water in Victoria Park.

The Wetlands also act as an important stormwater management system for many adjacent suburbs.

Social and Cultural History

It is known that the land on which Victoria Park sits would have traditionally been used as a camping and gathering place for the Kurna people prior to colonisation. The park also plays an important role to South Australian Aboriginal history post colonial settlement. In February 1980, members of the Pitjantjatjara, Yankunytjatjara, and other Aboriginal Elders from the north-west of the State converged here to confront the State Government and protest for Aboriginal land rights.

Horse racing was the major social activity Victoria Park was used for beginning around 1840 and continuing until 2007. All that remains today are the Heritage listed features including the Grandstand, Racecourse Gardens, Main Gates, Entry Turnstiles and Bookmakers League Buildings.

Today, one of the key uses of the park is motor sports, including the State Government’s Adelaide 500 which is proposed to continue annually for the next 5 years. Prior to this the Australian Grand Prix ran from 1985-1995 followed by V8 supercar racing.

There is an opportunity within the park to further celebrate and recognise these social and cultural references, through education/signage/interpretative material and multi-media technology.



All reference images via <https://www.experienceadelaide.com.au/visit/history-of-adelaide/on-this-spot/>

01_Kurna Paltu Dance

02_Crowds of race goers, circa 1920

03_Race Meeting, 1845 by ST Gill

04_Arbor Day; Tree Planting, State Library of South Australia, circa 1889

05_Original layout of Victoria Park Racecourse

1.3 Background Overview

Heat Mapping and the Urban Heat Island Effect

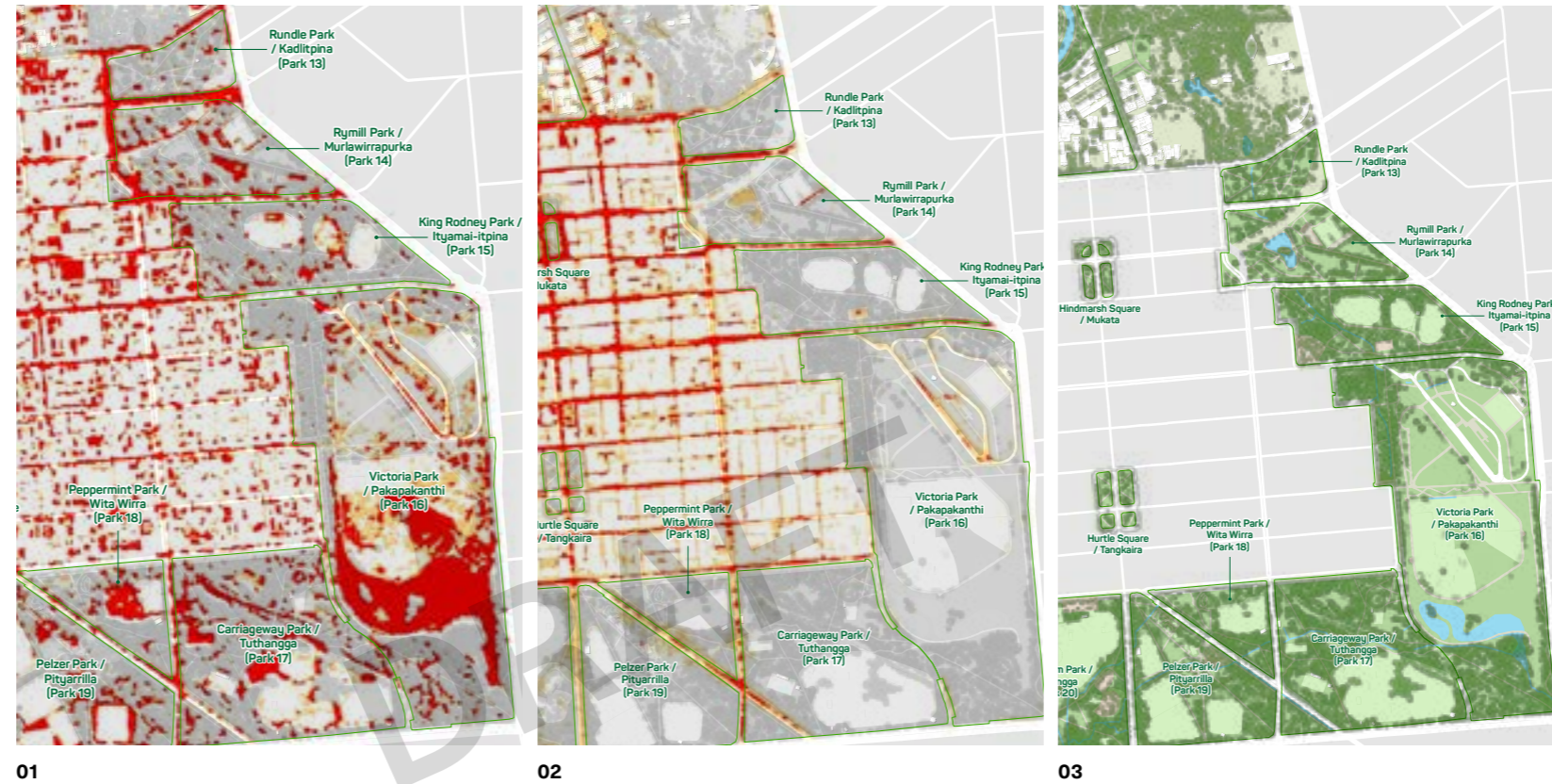
“The urban heat island effect is an extensively documented climate phenomenon and is prevalent in many Australian cities. The City of Adelaide is working to understand and reduce heat islands.”⁰¹

There is a strong correlation between urban heat and lack of greening. Urban heat in the city has proven to impact on peoples’ health and well-being as well as activity levels.

To increase greening across the Adelaide CBD the Council is actively pursuing the following approaches:

- Tree Planting
- Green Streets and
- Water Sensitive Urban Design (WSUD)

Within the Victoria Park Master Plan there is an opportunity for additional tree planting and WSUD elements to be incorporated to further reduce the peak hot spots during the day, acknowledging that due to the park’s many uses, that space to plant large trees is limited.



All pdf reference data provided by the City of Adelaide

- 01_Day time Hot Spots
- 02_Night time Hot Spots
- 03_Tree Canopy cover

Note: Data provided pre-dates the wetlands development.

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Adjacent Council Interfaces

Victoria Park plays an important role in providing a key recreation and open space asset for those living and working in adjacent suburbs in both the City of Burnside and the City of Unley. It is important that the interface between Victoria Park and the suburbs in particular to the east is attractive and provides a strong connection to those suburbs.

Tree data collected from the City of Burnside shows that many of the street trees in these suburbs are exotic species which include; Lagerstroemia, Pistacia chinensis, Ulmus parvifolia, Cupaniopsis anacardioides, Jacaranda mimosifolia, Lophostemon confertus and Platanus x acerifolia.

There are opportunities to extend the character of green corridors from the adjacent streets, increasing user comfort and creating a greener identity for Fullarton Road and the Victoria Park frontage.



04



05

Adjacent Street Trees:

- 04_Street view Fullarton Road
- 05_Street view Fullarton Road carpark

01 'Study Findings & Background' for 'Cool Road Adelaide', City of Adelaide

1.4 Consultation

A number of key stakeholders were engaged in the early stages of the project, to help shape the Master Plan and gain valuable insights into how the park is being used and managed, and to highlight key issues to be addressed in the Master Plan. These stakeholders included:

- Green Adelaide
- City of Burnside
- Brown Hill Keswick Creek Project Team
- City of Adelaide

In addition, the following community stakeholders, commercial operators, lease and license holders were also given the opportunity to provide input into the park's strengths and weaknesses:

- South East City Residents Association (SECRA) and adjacent residents
- AusCycling
- Pakapakanthi Parkrun
- East Adelaide Football Club
- South Australian Cricket Association (SACA)
- Victoria Park Social Club (VPSC)



Site Assessment



Section 2 – Site Assessment

2.1 Existing Conditions

Victoria Park / Pakapakanthi (Park 16) is one of the largest parks of the Adelaide Park Lands and occupies an area of 72 hectares. It is located adjacent to Fullarton Road, Wakefield Street and the residential neighbourhood east of Hutt Street.

The topography of the park can be described as being a shallow bowl with a high point to the south-east that affords excellent views back towards the city. Two creeks traverse the site being Park Lands Creek to the south and Botanic Creek which runs from south to north on the western edge of the park.

The central portion of the park is a highly modified flood plain, and the perimeter of the park is heavily wooded creating a sense of enclosure. It currently provides a diverse range of landscape types and opportunities for activities as shown below.

EXISTING CONDITIONS

- 01 Heritage listed grandstand and surrounds
- 02 Sporting fields
- 03 Criterium track
- 04 Sweat track
- 05 Carpark (owned and managed by City of Burnside)
- 06 Unpaved walking/running track
- 07 Fitness stations
- 08 Botanic Creek
- 09 Brown Hill Keswick Creek Wetland
- 10 The stables and Velo Cafes
- 11 Major event host including Adelaide 500, pedal prix, international 3 day event (horses), motor racing, polo in the city
- 12 Remnant vegetation
- 13 Historic Olive Grove
- 14 Central Gardens

KEY

- Designated fly area for model aircraft
- Protected conservation zone
- Revegetation conservation
- Butterfly conservation zone
- Botanic Creek upgrade
- Popular running track
- Motor Sport Track (Adelaide 500)
- Criterium track
- Park Lands Trail
- DIT Strategic Cycling Network
- Other pathways
- Sporting fields
- Council boundaries

SCALE 1:4000@A3
0 10 50 100M



Source: Nearmaps

ASPECT Studios

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2.2 Site Analysis: Pedestrian and Cycle Network and Materiality

Victoria Park is bordered primarily by residential and commercial properties to the East, South and West.

The site is identified as a critical provider of pedestrian and cycle links into the city from the adjacent suburbs.

A series of shared use paths, gravel and asphalt tracks currently exist, traversing the site in many directions. These paths currently serve multiple functions including running tracks, cycling and general recreational use.

Bus stops are situated on the adjacent arterial routes to the north, east and south of the Park.

The Park Lands Trail is located along the western edge of the site and links through to adjacent parklands.



KEY	
	Shared use path (gravel or asphalt)
	On-road cycle path
	Asphalt path
	Brick path (adjacent to car park)
	Criterion track (asphalt)
	Gravel path
	Park Run (gravel)
	Running track (gravel)
	Park Lands Trail (Shared-use path)
	Central Gardens East-West Connector
	Bridge
	Bike Parking
	Pedestrian/Cyclist entry point
	Signalised or safe road crossing
	Vehicle entry points
	Bus stop

2.2 Site Analysis: Pedestrian and Cycle Network and Materiality

The existing path network is diverse in its' character with numerous changes in materiality, width and function, providing important connections within the site.

Given the site's relatively flat topography, accessibility into and within the park for all users is considered to be of an acceptable standard.

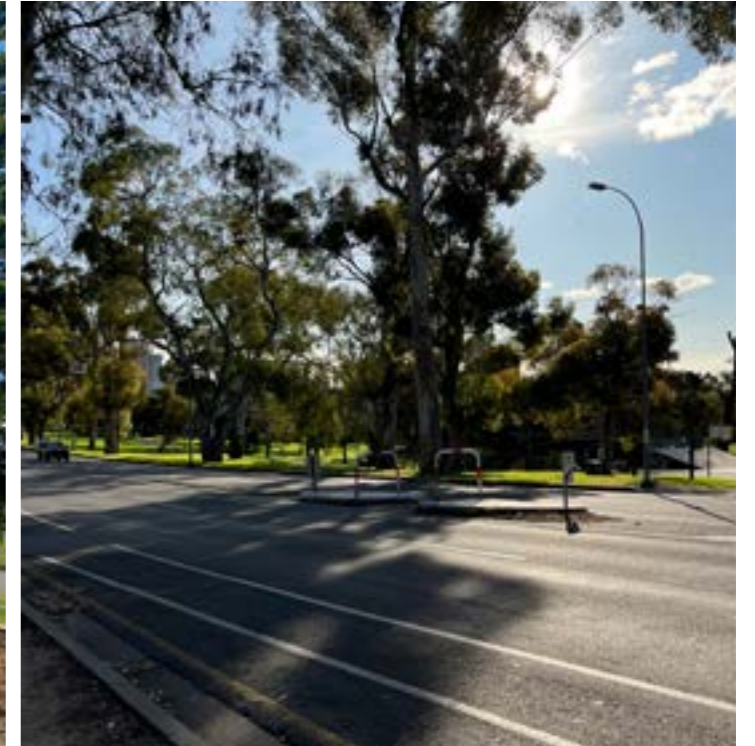
Any proposed new pathways should be designed to meet current universal access standards.



1 Example of a bitumen path adjacent to grandstand. The path is an important universal access route to the grandstand area from the Fullarton Road carpark.



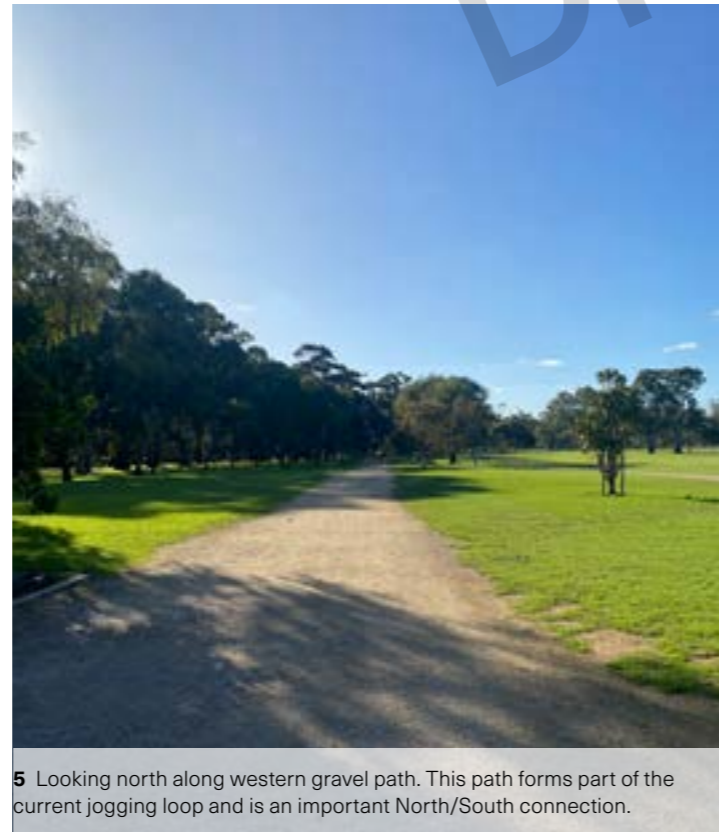
2 Block paving footpath along Fullarton Road Carparking. This path sits within the City of Burnside Council property.



3 Existing pedestrian crossing along Wakefield Road. Connection to Park 15. User feedback reveals it feels "unsafe".



4 Meandering path network through Central Gardens. This area includes exposed aggregate paths with resting places, complimented with tree shade and grass.



5 Looking north along western gravel path. This path forms part of the current jogging loop and is an important North/South connection.



6 Criterium Track in front of Grandstand. This 8m asphalt path is used by cyclists and pedestrians. It is exposed to extreme heat in summer due to lack of shade and has minimal night lighting.



7 Current pedestrian and cycle link through the southern vegetated portion of the park. This is an important link for commuters through to Unley and Parkside.

2.3 Site Analysis: Vehicle Movement and Car Parking

Victoria Park is bordered by Fullarton, Greenhill and Wakefield Roads, all heavy traffic transport links into and around the Adelaide CBD.

Onsite car parking exists adjacent to Fullarton Road, however this car park sits within and is managed by the City of Burnside.

All day on-road parking is available on Wakefield Street and 3 hour parking is situated on East Terrace.

To the south of the site 4 hour parking is provided on Beaumont Road, accessed via East and South Terrace. 5 hour parking is available in the southern car parks along Beaumont Road, which is accessed via Greenhill Road. In addition, all day parallel on-street parking is available on Greenhill Road.

A number of unsealed maintenance tracks are located throughout the site which double as pedestrian and cycle paths.

There are bus stops located on both sides of Fullarton Road, Dequetteville Terrace and Greenhill Road.



KEY	
	Existing major vehicular access
	Existing minor vehicular access
	Car parking (City of Adelaide)
	Car parking (City of Burnside)
	Maintenance routes within park
	Asphalt track used for Adelaide 500
	Service route entry (City of Adelaide)
	Signalised or safe road crossing
	Pedestrian/Cyclist entry point
	Vehicle entry points
	Car parking
	Parking numbers approximate only
	Bus stop

SCALE 1:3000@A3 0 1 2 5 10M

2.3 Site Analysis: Vehicle Movement and Car Parking

The park is well provided for in terms of parking and vehicle access. The existing car parking and vehicle networks perform important connections within and around the site.

The following issues in relation to vehicle movement and parking have been raised;

- Safety concerns at intersection of vehicle access points on Wakefield Road for pedestrians, and
- Ongoing management and safety for all park users at the Fullarton Road car park due to its heavy usage.



1 Existing on-road car parking along Wakefield Road



2 Fullarton Road car parking (owned and managed by the City of Burnside)



4 Beaumont Rd car park in Victoria Park This area doubles as a bicycle access route from the new asphalt path on South Terrace through to Greenhill Road



5 Looking south to service route entry along Wakefield Rd



6 Car parking is well provided for along East Terrace

2.4 Site Analysis: Sports, Recreation and Commercial Operations

There are numerous sports and recreation users, with generally well serviced facilities throughout the park.

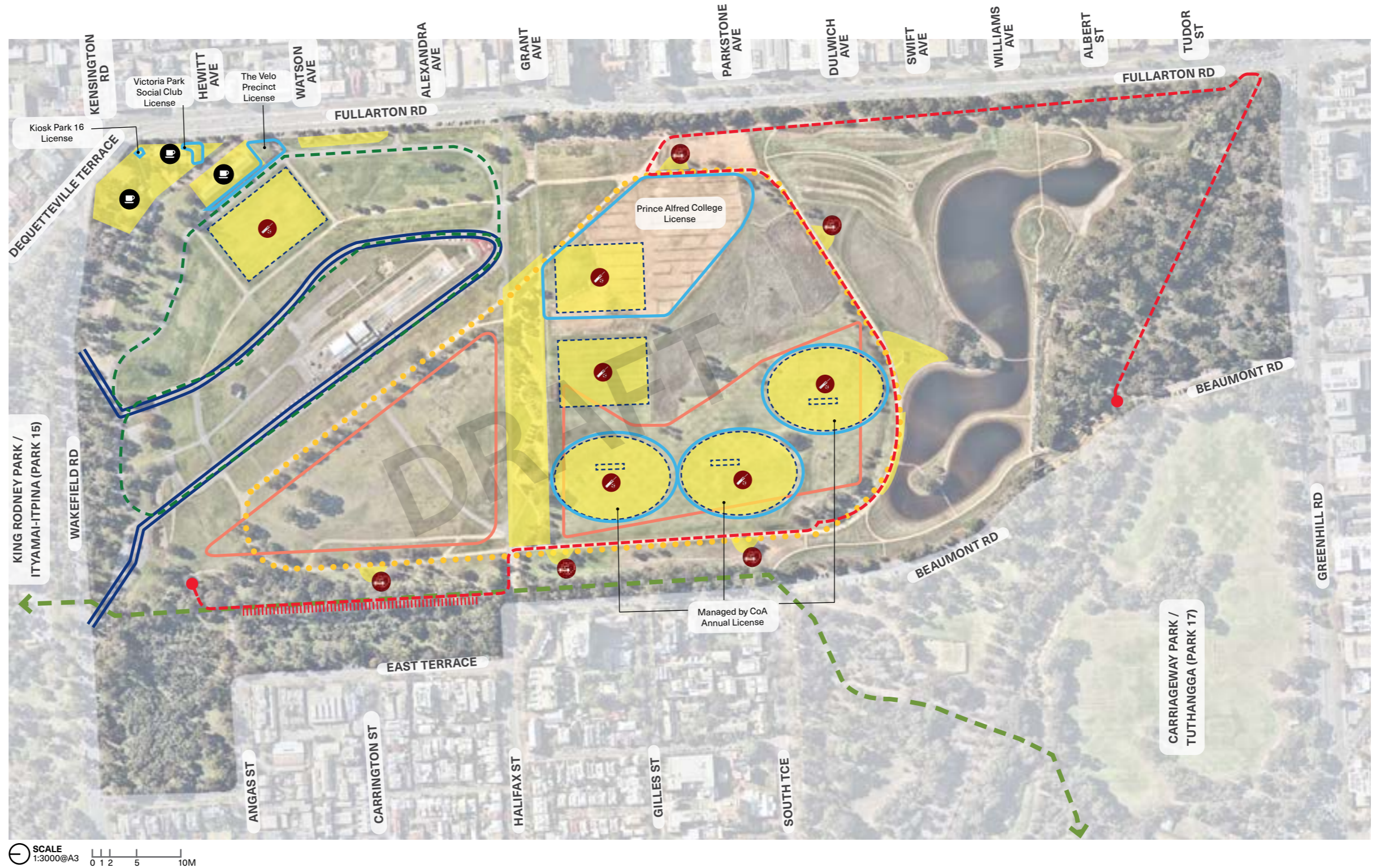
Programmed team sports include both winter and summer cricket as well as soccer. The fields are used under a lease arrangement with Council.

The criterium track is heavily used by recreational and club based cyclists and is also used as a Pedal Prix fixture.

The park is a popular family park for learning to ride and using the large open turf areas for games and other informal activities.

The jogging track and sweat track are also very well used.

There are a number of food and beverage outlets along Fullarton Road, including the Britannia Hotel and Commissary. Victoria Park Social Club (in the Park) is a successful new business, offering an event and function space.



KEY	
	Recreation zone with amenities
	Kiosk/Cafe
	Fitness station
	Sporting fields
	Motor sport track (Adelaide 500) in site
	Park Lands Trail
	Running track
	Park Run track
	Criterium track
	Sweat track (with multiple Fitness opportunities)
	License areas
	Designated fly area for model aircraft

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* Other walking tracks not shown for clarity

2.4 Site Analysis: Sports and Recreation and Commercial Operations

Ancillary commercial activities are limited to the cluster of State Heritage listed buildings in the north-east of the park, including the Grandstand, former Turnstile building and Racing Club building. They offer food and beverages at various times throughout the week. The Victoria Park Social Club also runs as a licensed venue. Stakeholder feedback suggests a location in the southern section of the park for food and beverage to complement increased recreational usage in this area.

The criterium track is well used, for both cyclists in race and training mode as well as commuters who use sections of the track as a link into the Adelaide CBD. The Adelaide 500 motor racing event also uses part of the circuit for the event, which restricts use during those times when the track is closed to public use. Families use sections of the track teaching children to ride. Anecdotally, the opportunity to provide some separation between these user groups could provide safety benefits.

Lighting of the sports fields (adjacent to the Grandstand) and upgrades of the field surfaces (due to poor drainage) has been commented on numerous times in the community’s feedback and is a key consideration for the Master Plan.



1 Fitness station along the western edge of the park. This is a good example of the recreation circuit offered. Well placed adjacent to trees for shade.



2 The oval facilities in the southern half of the Park are used throughout the year.



3 Victoria Park Social Club. A good example of re-purposed infrastructure. The Club is used as a function venue.



4 A portion of the highly used Sweat Track, where a number of physical exercise opportunities exist which are highly used.



5 Criterium Track in race mode. The alignment of the track currently uses the Adelaide 500 Track. This results in the cyclists not being able to use the track when part of the park is closed down during the set up period and 4 day event. Image credit The Advertiser

2.5 Site Analysis: Events Programming

A large number of events are programmed in Victoria Park throughout the year.

Some events and typical dates include:

- Adelaide 500 (Nov-Dec)
- Polo in the City (Early Dec)
- Australian International 3 Day Event-Equestrian Australia (Late Apr)
- Pedal Prix (Middle June)
- Park Run (Weekly)

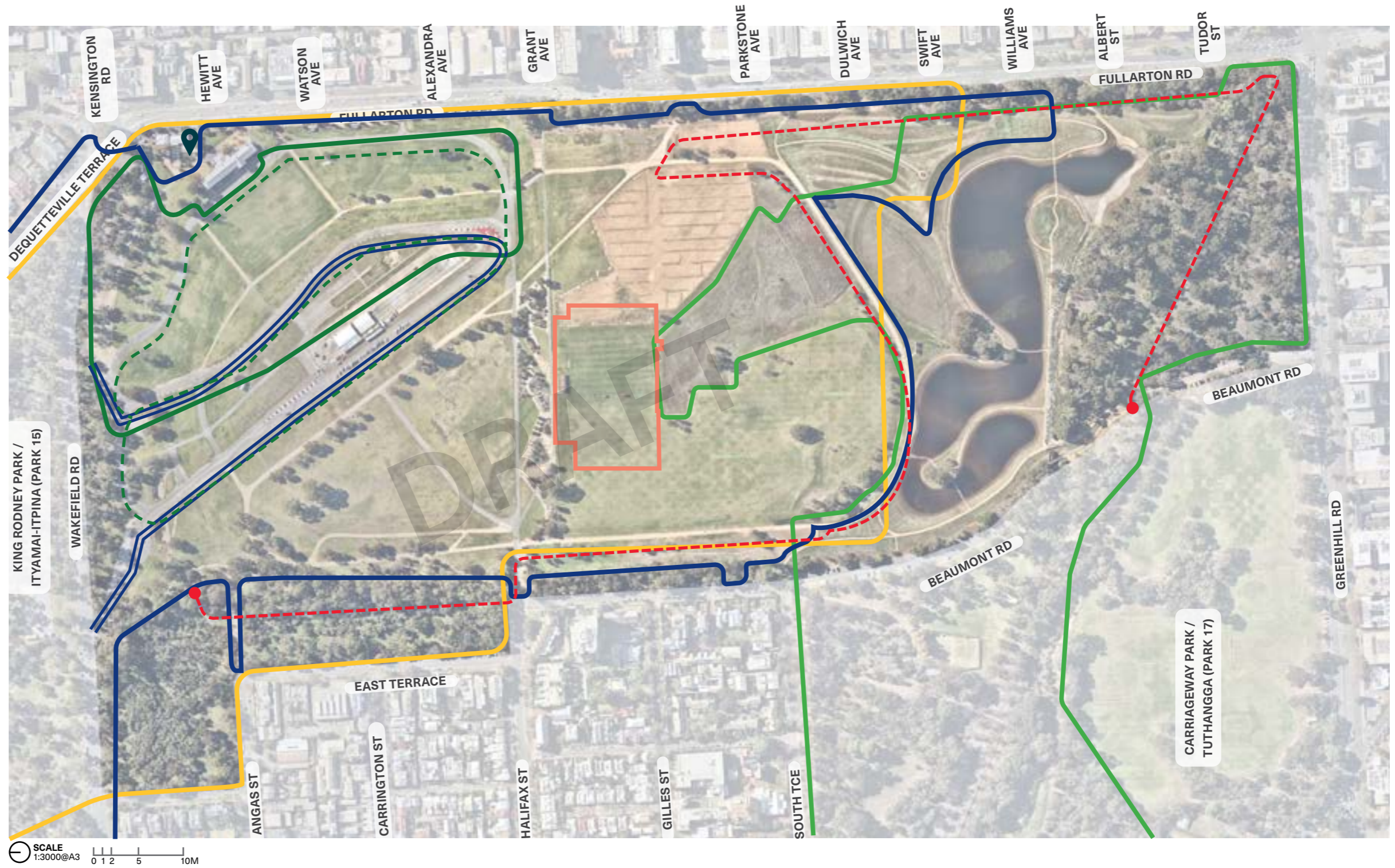
The State Government has indicated that the park may host or facilitate a range of other motor sport events in the near future, such as the Motor Sports Festival (March), World Solar Challenge (spring) and potentially Formula E (spring/summer).

The Heritage Grandstand has been refurbished and can hold events for large groups of people.

The Victoria Park Social Club has been established as another popular Park Lands venue for parties and gatherings.

There is an opportunity for a new outdoor classroom near the Wetland to become a programmable space over summer.

Most of the park can be booked for event use, other than the key biodiversity areas and areas south of the Wetland.

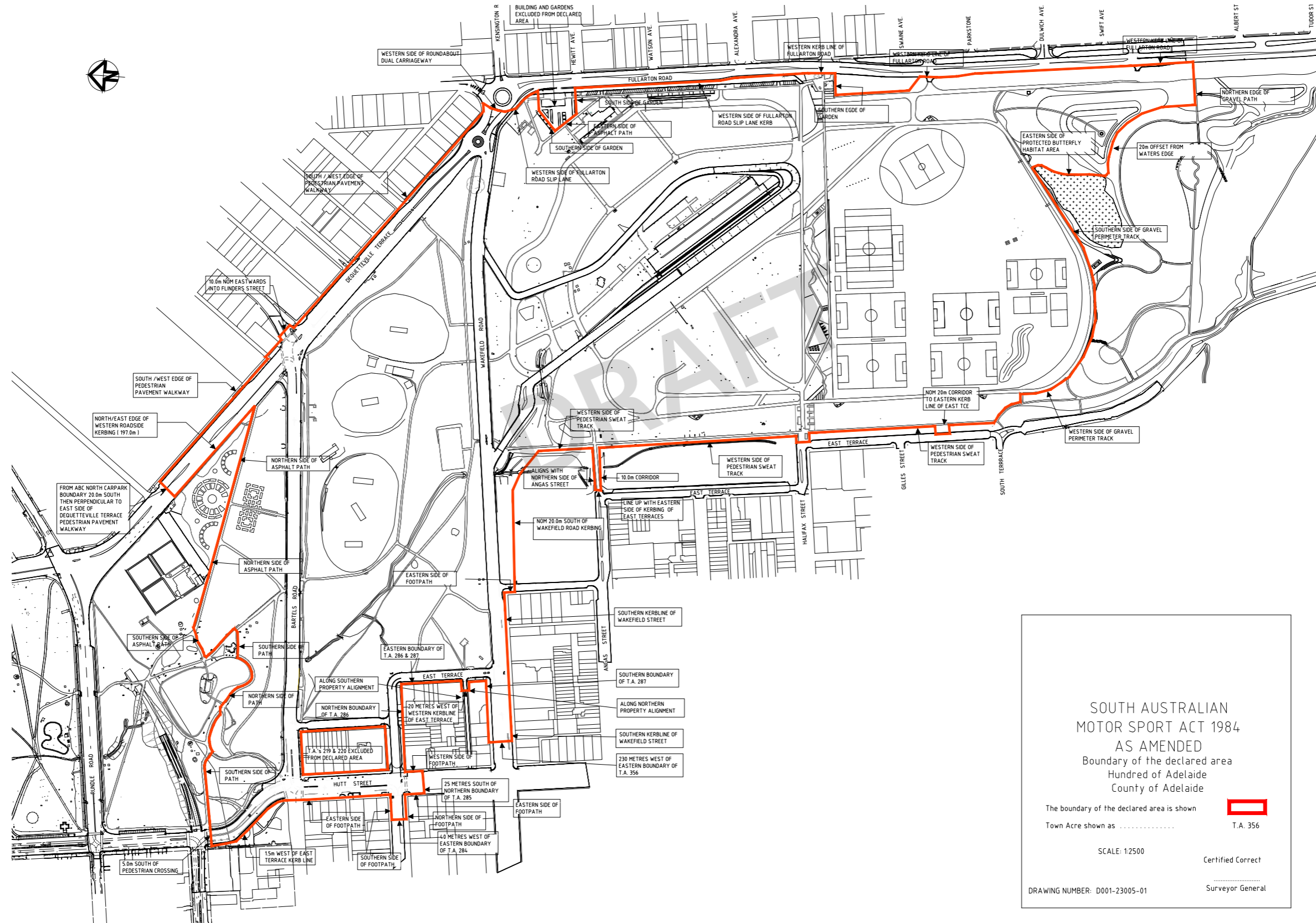


KEY	
	Adelaide 500 area
	Motor sport track (adelaide 500) in site
	Australian International 3 Day Event-Equestrian Australia area
	Pedal Prix Event area
	Criterium track
	Park Run route
	Polo in the City area
	Key Biodiversity Area
	The Victoria Park Social Club

2.5 Site Analysis: Events Programming

Declared Area Under the South Australian Motor Sport Act 1984 (1 August 2022 -12 February, 2023)

The South Australian Motor Sport Act 1984 warrants use of Victoria Park and adjacent land as identified in the Declared Area Plan for the purposes of motor sport and other activities as defined in the Act. Council is actively working to reduce the extent of the declared area and reduce the time community access is restricted.



2.5 Site Analysis: Events Programming

With the high number of programmed events held in the park throughout the year, an equally high maintenance and management regime is required by the City of Adelaide.

In this regard, it is important that all finishes and fixtures within the park are robust and durable, and that any new facilities and plantings do not adversely impact the functioning of events.

Boundaries for motor sports events including the Adelaide 500 should minimise impacts on the park, and where possible, exclude sensitive areas, especially in the vicinity of the key biodiversity area.



1 Motor Sports
Image credit Supercars Championship



2 Polo in the Park
Image credit Glam Adelaide



3 Pedal Prix
Image credit Australian International Pedal Prix



4 Criterium Track
Image credit The Velo Precinct

2.6 Site Analysis: Built Form and Heritage

The original horse racing Grandstand and associated facilities in the north east corner of the site are of State Heritage significance.

The Olive Grove in the north-western corner has historical origins in the 1860's established by City Gardener William Pengilly.

The Arbor Day plantations to the south of the park are linked to the City of Adelaide's inaugural Arbor Day in 1887.

There are a number of notable trees in the Grandstand Heritage Precinct, including Dragons Blood Trees, Norfolk Island Pines and Canary Island Pines.



2.6 Site Analysis: Built Form and Heritage

The following images illustrate the character and diversity of the heritage listed buildings, structures and landscape features that reinforce the park's iconic image as a significant cultural and recreational destination.

The Master Plan must reinforce the presentation and function of these important park assets.



1 The grandstand is a heritage listed building and important reference in South Australian horse racing history



2 Heritage Listed Victoria Park Gates. View through to the very busy Fullarton Road. Gates take visitors to the back of the Grandstand.



3 Former stables (refurbished Social Club). A good example of re-purposing existing infrastructure for commercial use.

Image credit Victoria Park Social Club



5 White concrete planter bowl, a piece of Horse Racing History. Previously the centrepiece of a rectangular garden, which was at the centre of the former stables



4 Recent, high quality toilet block amenity, installed in the southern half of the park.

2.7 Site Analysis: Environmental Features

The site is known for its expansive open Park Lands character. A combination of large open grassed areas for recreation sit alongside a more natural bush-land setting. There are groups of large existing trees, predominately *Eucalyptus sp.*

All remnant vegetation and conservation areas fall under a 'Key Biodiversity Area' and are managed according to the City of Adelaide's *Integrated Biodiversity Management Plan*.

The eastern and southern edges of the park are well vegetated with native low shrubs and stands of tall *Eucalyptus camaldulensis* (River Red Gums).

In the middle of the park is a protected conservation zone with remnant vegetation. Similar planting has been used in the new wetlands to re-establish a butterfly habitat.

The south of the site is the protected conservation vegetation, which is predominately *Eucalyptus camaldulensis* (River Red Gum Woodlands).

The Victoria Park / Pakapakanthi (Park 16) Wetland (the Wetland) is part of the Brown Hill Keswick Creek Catchment.

KEY

- Protected conservation zone
- Revegetation conservation
- Butterfly conservation zone
- Buffer Conservation Zone
- Olive grove
- Major stands of River Red Gums
- Queensland Bottle Trees
- Feature exotic planting including Dragon Tree and Palm trees
- Central Gardens
- Water body / creek line
- High point
- Key Biodiversity Area



- SCALE 1:3000@A3
- 0 1 2 5 10M
- Grass swale / stormwater channel / rain garden
- General area of known site contamination (fill)

2.7 Site Analysis: Environmental Features

A range of natural vegetation types define the park's character. The diversity and quality of plantings should be retained, protected and enhanced within the Park.



1 High quality remnant vegetation and grassland conservation area



2 Western edge of Victoria Park, showing a good example of dense Gum tree planting



3 Planted garden beds 'Central Gardens' showing a mix of native and exotic species defining paths and offering some shade.



4 South Park Lands Creek in the newly developed Wetlands



5 Recently established Wetland

2.8 Site Analysis: Amenities, Lighting and Interpretive Features

General park amenities including seats and bins with dog tidy bags are located throughout the site, generally at key entry/exit points.

There is only one picnic shelter located within the Wetlands site.

The park has 2 toilet blocks, one with change rooms in Victoria Park. Public toilets are also located within the Grandstand.

Post-top lights are located along the shared use-path traversing east/west across the site and adjacent to the Grandstand.

Interpretive elements and signage is limited throughout the park with a focus on the values of remnant vegetation for habitat and historic features.



2.8 Site Analysis: Amenities, Lighting and Interpretive Features

The following images depict some examples of the furniture, signage and interpretive features found in the park.



1 Ayrton Senna memorial plaque



2 New shade structures and picnic settings installed at the Wetland



3 Shelters with no built fixed seating beneath



4 Interpretive signage provides insights to the park's history



5 Bench seat by Allan Sumner, provides a reference to Kauria culture



6 Interactive seating



7 Drink fountain at entry point with dog water bowl (provided by park users) shown behind



8 Entry area with amenities, including seating, signage, wayfinding, bins and dog tidy bags

2.9 Consultation Findings

The following qualities of the park, along with associated opportunities have been identified based on consultation with key stakeholders.

GENERAL QUALITIES

Good things about the park:

- The park is valued by community
- The park's beauty, greenery, trees, gardens, nature and fresh air
- Great views to the hills
- The large open spaces
- The park's location
- The Wetland
- The bike loop
- Running loop and sweat track
- Heritage features
- Opportunities for fitness – running, walking, cycling
- Great for dogs
- The existing butterfly conservation area
- Value of the diversity of species found within remnant vegetation (Grey Box Woodland and Derived Native Grasslands)
- Significant trees
- Playing a valuable role in conservation in CBD

Areas that can be improved:

- General upgrade needed in park amenities, especially toilets
- Places to cross the adjacent roads safely
- Lack of clarity/hierarchy of path networks
- Bitumen roads in a Park Land setting
- Fast cyclists clashing with pedestrians, dogs off leash and other users
- Lack of access to food and beverage offerings in the south and limited options for hardstand food trucks
- Some dissatisfaction around car parking

- Quality of turf on playing fields, especially the Premium Field which has drainage issues
- Lack of shade along paths
- Lack of lighting throughout - feels unsafe
- Carparking along Fullarton Road- the use of materials and layout
- Dogs running through the wetland
- Access to the park during major events
- Not enough shelter along secondary path network
- Public facilities and storage for sporting groups
- Sporting teams' heavy use of the oval space creating too much noise
- The clash between cyclists racing and kids riding their bikes in front of the Grandstand
- The pedestrian crossing on Wakefield Street is sub-optimal, the island in the middle is too small, especially at peak times.

OPPORTUNITIES

Greening:

- Climate proof the park by increasing the tree canopy/ greening site wide and remove or shade bitumen
- A unified landscape and park identity
- To integrate the State Government's Adelaide 500 into a 'greener Park Land setting'
- More shade trees
- Rain gardens
- Conservation of locally native plants and animals
- Emphasise and enhance biodiversity, and expand the extent of native planting
- An option to expand, upgrade and green Fullarton Road car park should be considered
- Develop existing creeklines and the experience people have with water - look to revegetate and re-wild

Sports, Recreation and Events:

- More recreational activities and sporting facilities
 - Formula E Racing and setting the standard for sustainable car racing
 - Unstructured sports (e.g., disc golf)
 - Focus on balancing biodiversity and community recreation
 - Look at options to separate casual bike riding and dog walking
 - Improve the playing surface of the premium oval
 - Have the ability to lease the park for more than one season
 - Consider vehicle access for sporting teams to be able to drop off equipment to playing ovals (as it's a long walk from any carparking)
 - Return all pitches that were out of use during the Wetland construction to east-west orientation
 - Minimise the impacts that the Adelaide 500 and other major events have in terms of access to the park
 - Improve protection for cyclists in the area in front of the Grandstand straight
 - Protection for people using the shared-use path from cyclists using the criterium track
 - Explore alternative locations for a criterium track in other areas of the Park Lands or invest in a purpose-built regional facility outside of the CBD
 - Potential for dedicated cross country running course located through the olive grove
 - Increase access for recreation and appreciation of nature, with a focus on families
- #### **Social Enterprise/Community/Infrastructure:**
- Better pedestrian connection to surrounding neighbourhoods
 - Lighting/smart lighting in appropriate areas
 - General upgrade needed in park amenities, including toilets, shade structures, bins, drink fountains and seating

- Better access to food and beverage outlets (more coffee!)
- Install a permanent playground
- Micro-mobility and EV Parking
- Nature based learning programs on site
- Permeable paving/cool material use
- More education/understanding around conservation area and other vegetated areas
- Link Master Plan into future Adelaide projects, including Hutt Street Entry Statement precinct and Elm Carriageway
- Increase urban park furniture
- Additional carparking within the park
- Permanent art sculptures with acknowledgment of Kurna history
- Encourage community participation in maintaining and managing Victoria Park as a People's Park
- Consider a zebra crossing or pedestrian lights at the Wakefield Street crossing
- Reinforce and celebrate Wakefield Road pedestrian entry/exit points
- Population growth; more people will be reliant upon the park as their 'backyard' and this needs to be considered in the Master Plan activation/program of space
- Recognise the great social and cultural references within the park through education/signage/ interpretative material and multi-media technology
- Develop an enclosed viewing/storage area as well as the means to sell canteen food for sporting teams
- Add more shelter/shade to the current change rooms
- Look at reducing the speed of vehicles along East Terrace
- Improve the signage on the main pathway north-south and consider widening it



Comparable Assessment



3.1 Park Comparison

The following table provides a summary of key features of Victoria Park alongside other parks that have been selected as exemplars with a similar scale and diversity of use to Victoria Park. The following page provides a summary of the findings from this comparative analysis.

VICTORIA PARK/ PAKAPAKANTHI (PARK 16)

Adelaide, SA

Open Turf
Sporting Fields
Dog exercising (on/off leash)
Pedestrian walking trails
Running circuit
Cycling circuit
Fitness stations
Cafe Dining
Major event host
Wetland
Heritage architecture/facilities
Hosts annual Motor Race
Ecology / nature based experiences

ALBERT PARK

Melbourne, Victoria

Open Turf
Sporting Fields
Dog exercising (on/off leash)
Pedestrian walking trails
Running circuit
Cycling circuit
Fitness stations
Cafe Dining
Major event host
Playground
Water body and associated water sports
Hosts annual Motor Race
Other feature: Golf course
Ecology / nature based experiences

CENTENNIAL PARK

Sydney, NSW

Open Turf
Sporting Fields
Dog exercising (on/off leash)
Pedestrian walking trails
Running circuit
Cycling circuit
Fitness stations
Cafe Dining
Major event host
Playground
Water body and associated water sports
Heritage architecture/facilities
Ecology / nature based experiences

HYDE PARK

London, UK

Open Turf
Sporting Fields
Dog exercising (on/off leash)
Pedestrian walking trails
Running circuit
Cycling circuit
Fitness stations
Cafe Dining
Major event host
Playground
Water body and associated water sports
Heritage architecture/facilities
Ecology / nature based experiences



3.3 Summary of Findings

The following summary highlights key features of the parks captured in the comparable assessment which can be drawn on to influence the Master Plan directions.

- All parks feature numerous recreational functions. Those with a higher diversity of recreation spaces appear to be more heavily utilised year round.
- The park that integrates a motor sports track, does so successfully when coupled with higher quality public realm offerings in adjacent areas.
- All are well maintained parks with excellent quality grassed areas that can tolerate heavy usage all year round.
- All parks display an excellent balance between mature tree settings and open areas that are distributed throughout the park creating 'pockets' of gathering and events spaces.
- There is a diversity in the scale of events and gathering areas that create interest and choices for different activities/uses.
- Topographic change is used to provide points of interest and destinations (eg. lookouts and event lawns that capture views to key landmarks).
- Each park has a strong identity and is well known by the broader community for the range of uses and environmental qualities they possess. They have a cohesive brand which has been established over many years.





Vision and Design Principles



4.1 Vision Statements

Victoria Park will:



Be greener, cooler and more climate resilient.



Celebrate cultural and social values.



Continue to provide space for unprogrammed community use and connection to nature.



Be biodiverse and improve Adelaide's open grassy woodland landscape character.

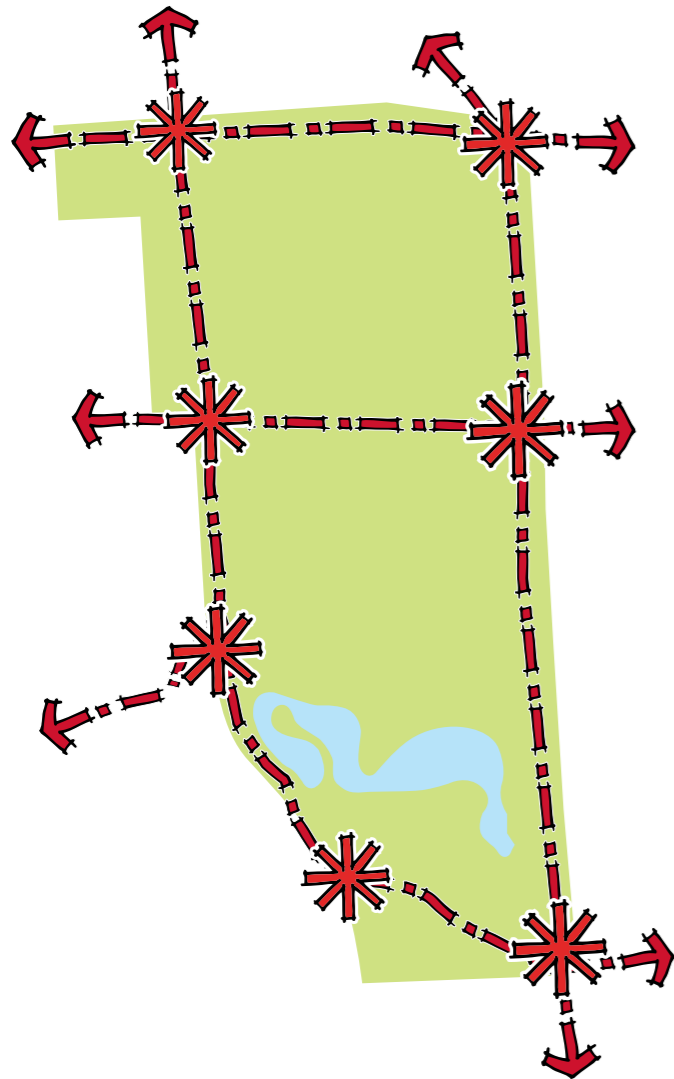


Provide consistent quality community sports and recreation.



A park that attracts and supports a diverse range of events and activities.

4.2 Master Plan Principles



Consolidate, complete and strengthen path hierarchy

The path network will be clear and logical, enhancing connectivity, legibility and safety for all users



Strengthen the neighbourhood connections

Upgraded park edges, entry points and activity nodes to improve connections to the surrounding neighbourhoods and promote increased year round activation.



Reveal the narrative of pre and post-Colonial history

Acknowledge and celebrate the importance of the Park Lands River Red Gum and Grassy Woodland environment and celebrate the creek lines as a valuable resource to First Nations People. The park's long standing use for racing and other post-colonial events will also be interpreted

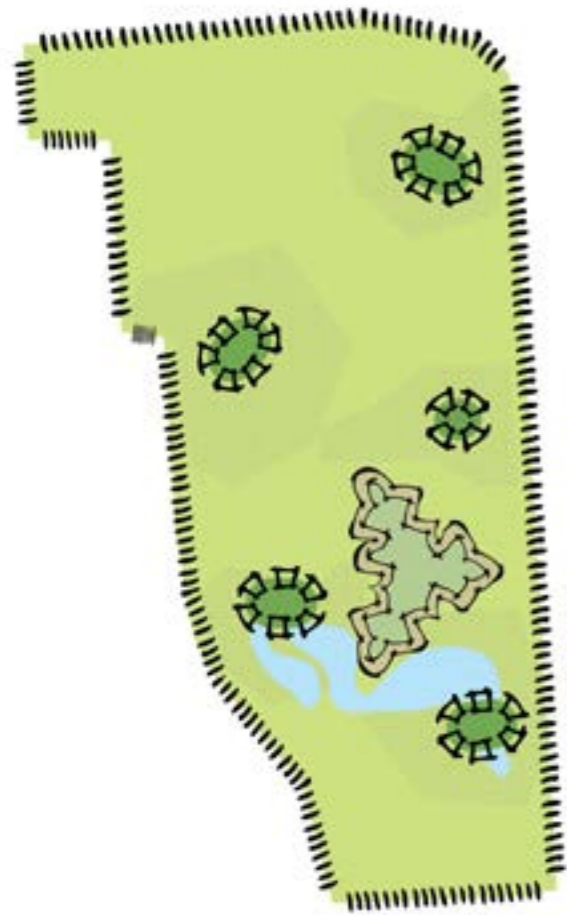


Reconnect the Grandstand

Rethink the alignment of the criterium track, sports fields and existing amenities to create a strong connection between the grandstand and the park and improve pedestrian safety.

NOTE: Images are artists impressions

4.2 Master Plan Principles



Celebrate the Park Lands character

Additional greening will be clustered and open tree studded grassed areas enhanced.

Preserve the native vegetation and extend the butterfly grassland habitat.



Revealing and reconnecting with water

Reveal drainage lines and improve water quality through scaled micro-wetlands. Establish an interpretive hub at the Wetlands for education purposes.



A park for year round activation

Consider the future use of the park and increased numbers of local residents using the park as their 'backyard'. Increase the diversity of recreational offerings within the park to maximise offerings, including:

- All ages play
- Picnic and BBQ facilities
- Pop up infrastructure
- Children bike/trike trail



A Smart Park

Showcase Adelaide's green energy credentials through provision of vehicle charging stations, smart technology and potential solar arrays incorporated into new structures.

NOTE: Images are artist's impressions



Section 5

Master Plan



Section 5 - Master Plan

5.1 Master Plan

Master Plan Overview

The Master Plan sets a framework for a series of site responsive interventions with particular emphasis on preserving and enhancing the park's much-loved structured and un-structured recreational activities and tree studded landscape character, while ensuring universal access to the park is improved and maintained into the future.

The Master Plan initiatives are grouped into 8 key moves as follows.

01 CONSOLIDATE, COMPLETE AND STRENGTHEN PATH HIERARCHY

Reinforce the path network to reduce conflicts between pedestrians, cyclists and joggers through new and improved path connections around the park.

02 STRENGTHEN NEIGHBOURHOOD CONNECTIONS

Create new and enhance the existing nodes along key pedestrian access points and strengthen connectivity into the city from neighbouring suburbs.

Strengthen identity and Park address through enhanced perimeter landscape treatments.

03 REVEAL THE NARRATIVE OF PRE AND POST-COLONIAL HISTORY

Provide additional signage and interpretive material to further highlight the rich Indigenous cultural history and the racing/events that define Victoria Park. A celebration of conservation and culture.

04 RECONNECT THE GRANDSTAND

Create a stronger physical and visual connection between the Grandstand and the adjacent Park Lands spaces by creating a new Community- Hub with a playspace and plaza, realigned criterium track, expanding the adjacent turf area to create an additional community oval/ pitch and upgrading the Grandstand and surrounding landscape.

05 CELEBRATE THE PARK LANDS CHARACTER

Reinforce the distinct landscape of the park through additional tree planting to new pedestrian pathways, pocket/ biodiversity planting along western edge, new trees in open turf areas (at strategic locations) and extend in the Butterfly Conservation Zone.

06 REVEAL AND RECONNECT THE WATER

Reveal existing stormwater drains where possible and increase opportunities for interaction with the existing Botanic and Park Lands Creek to the south.

07 A PARK FOR YEAR ROUND ACTIVATION

Embrace the park's scale and diverse landscape types for enhanced activation including education based programs that celebrate and support the diverse landscape setting particularly in the southern portion of the site (i.e. school sleep-outs/biodiversity trail /water trail walks). Develop new sporting fields in the northern precinct for enhanced year round activation.

08 A SMART PARK

The park will be a best-practice example of sustainable materiality and technology, creating opportunities for Electric Vehicles charging stations, micromobility and electric bike parking and charging stations, collection/drop off points for emerging vehicle sharing trends and 'cool road' technologies. Incorporate temporary greening (i.e. pop up planting and solar powered furniture) during the State Government's Adelaide 500 event.



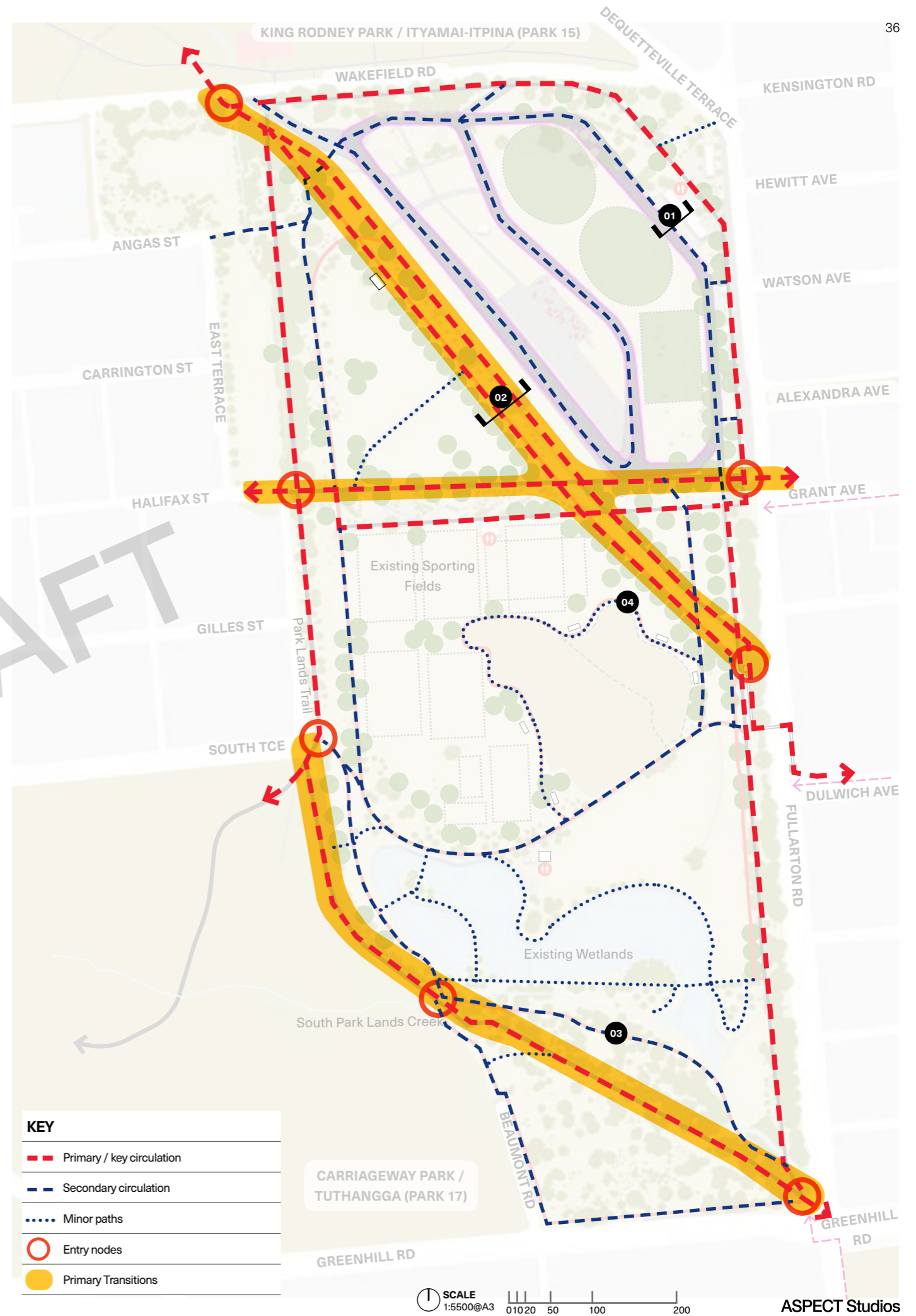
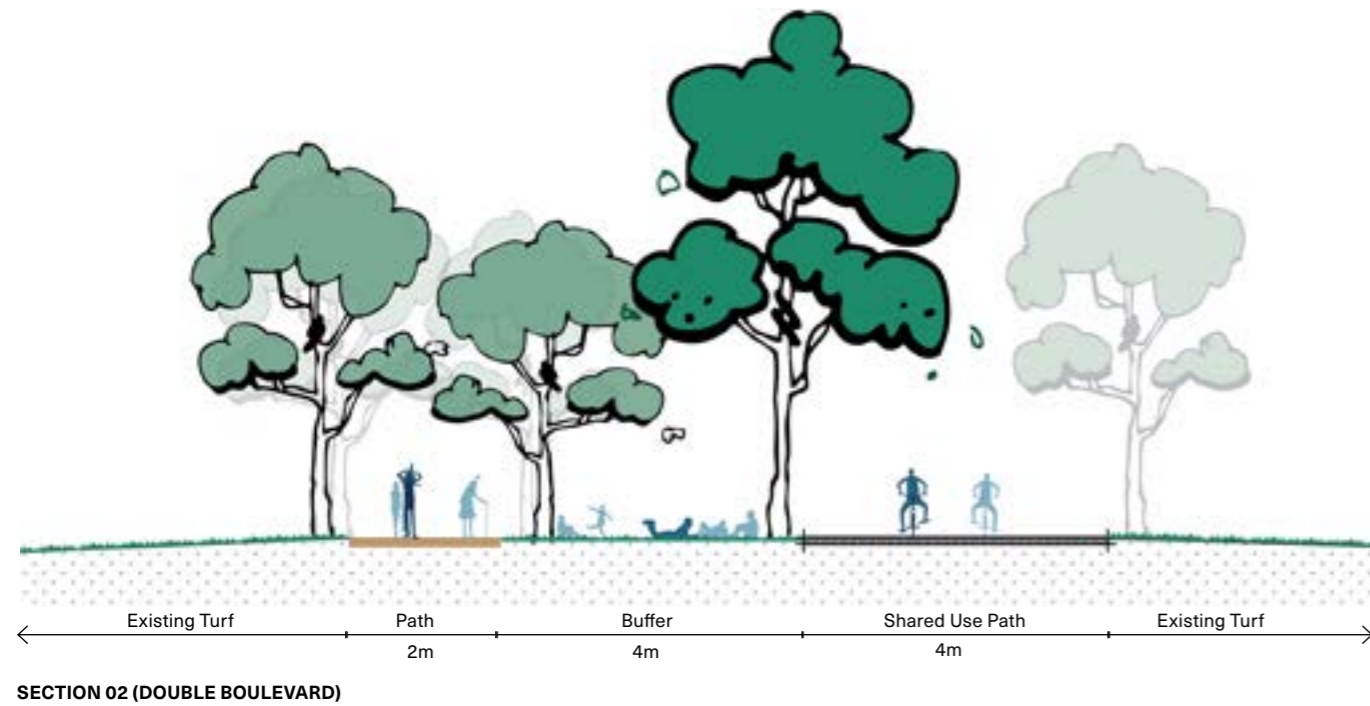
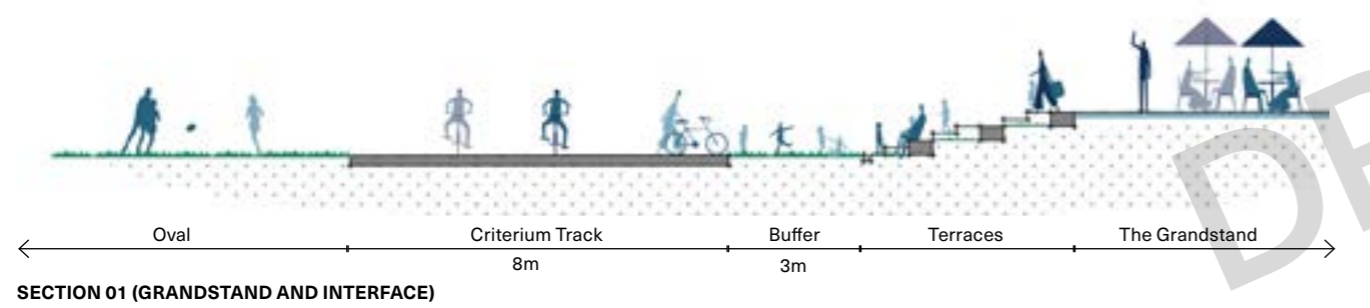
5.2 Consolidate, Complete and Strengthen the Path Hierarchy

Path Hierarchy

The existing path network will be enhanced by:

- Completing a continuous perimeter pedestrian and cycle path with uniform materiality and path width.
- Realigning the criterium track to avoid clashes with Grandstand and younger bike users.
- Creating a new diagonal dual pathway to Wakefield Road that caters for separated pedestrians and cyclists.
- Extending the running track loop through the southern woodlands for enhanced activation.
- Developing a new gravel track around Conservation Zone to tie into existing path network.
- Offering a better connection to the Eastern suburbs, through an additional road crossing on Fullarton Road which links into a proposed City of Burnside bicycle network.

PROPOSED SECTIONS



5.2 Consolidate, Complete and Strengthen the Path Hierarchy

Path Materiality

The legibility of the path network will be reinforced through a refinement of path materials and widths to maximise the universal accessibility of the path network as follows:

Type	Colour	Width
Park Lands Trail	Plain or Coloured Asphalt (reinforced by trail markers)	4m
City Path Links	Exposed Aggregate Concrete	4m
Major Internal Shared Use Paths	Sealed Hard Surface	3m
Criterion Track	Sealed Hard Surface	6m
Walking and Running Trails	Compacted Rubble	2-3m
Events Space \ Motorsports Hardstands	Hard Surface with/without surface paint	Varies
Entry Nodes	Coloured Exposed Aggregate Concrete	Varies

The preference from the majority of stakeholders is to minimise hard surfaces and hard infrastructure in the Park Lands to reduce the urban heat island effect and to reinforce the park's primary function as a flexible-use and biodiverse greenspace. To reduce the temperature of asphalt surfaces, it is proposed that a cooling spray be applied. Evidence suggests that products such as CoolSeal can reduce the temperature of asphalt surfaces by as much as "10-30 degrees Fahrenheit". ^{1. <https://guardtop.com/coolseal/>}

Where exposed aggregate concrete is proposed the finish will as per the City of Adelaide Construction Standards & Guidelines for shared-use paths in the Park Lands.



Asphalt cooling spray application



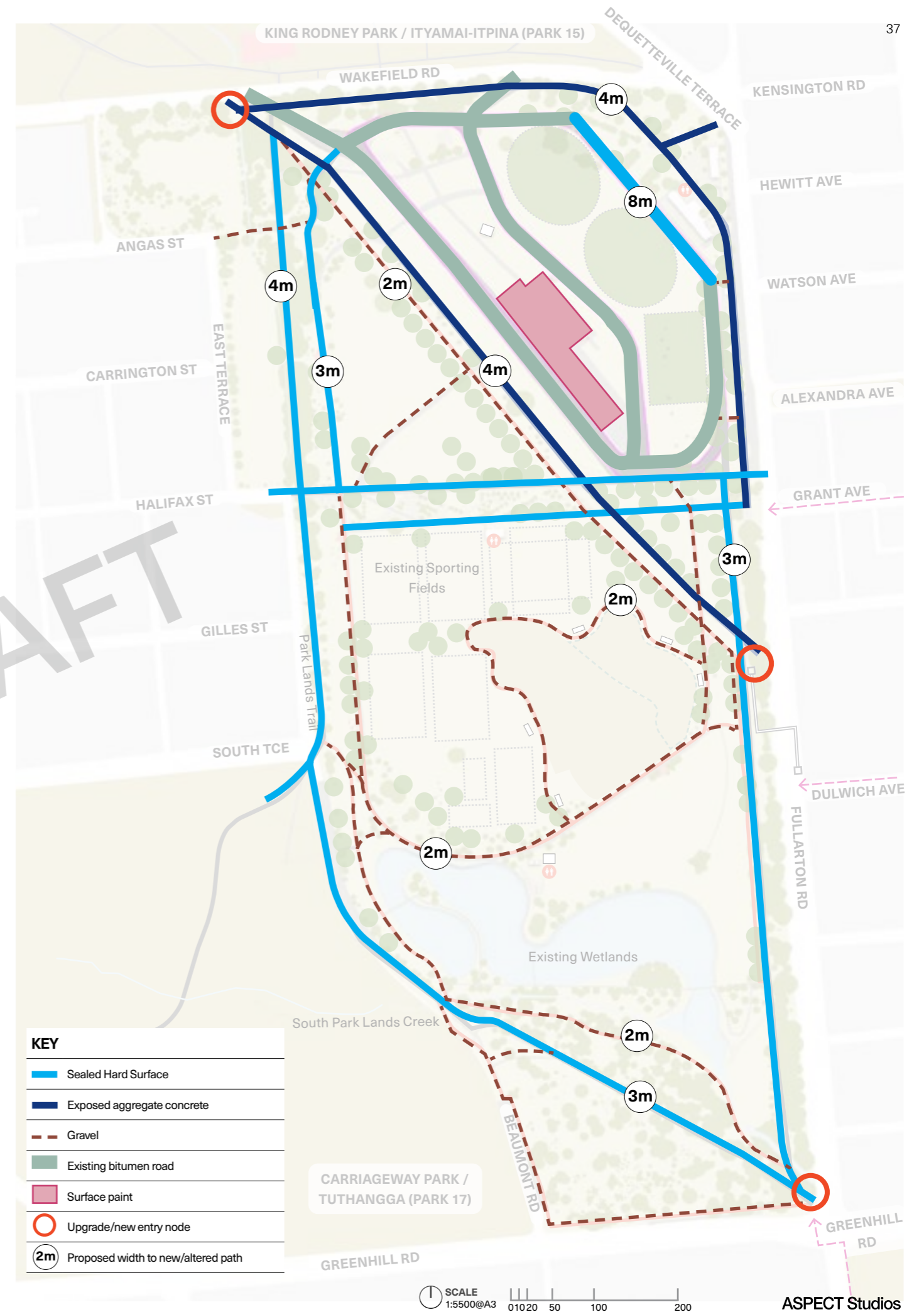
Compacted Gravel



Surface paint



Exposed Aggregate Concrete



5.2 Consolidate, Complete and Strengthen the Path Hierarchy

Active Loops

Many visitors come to the park to walk, run or cycle as part of their commitment to a healthy lifestyle. Others come to relax in the park and to enjoy the positive stress reduction benefits offered by the environmentally diverse Park Lands setting connection to nature.

The following major recreational track and trail loops catering for current and future needs are proposed:

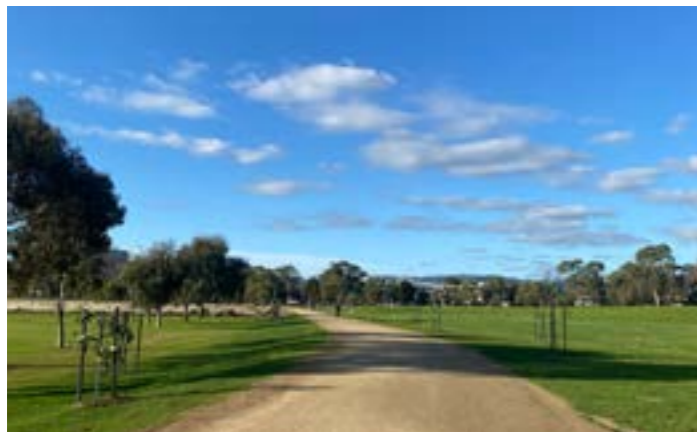
- 01 Main running track 1.9km - Compacted rubble
- 02 Extended running track 850m - Compacted rubble and sealed hard surface
- 03 Criterium track 1.9km - Sealed hard surface
- 04 Park Run loop 5km - Sealed hard surface and Compacted rubble



View along Park Lands trail



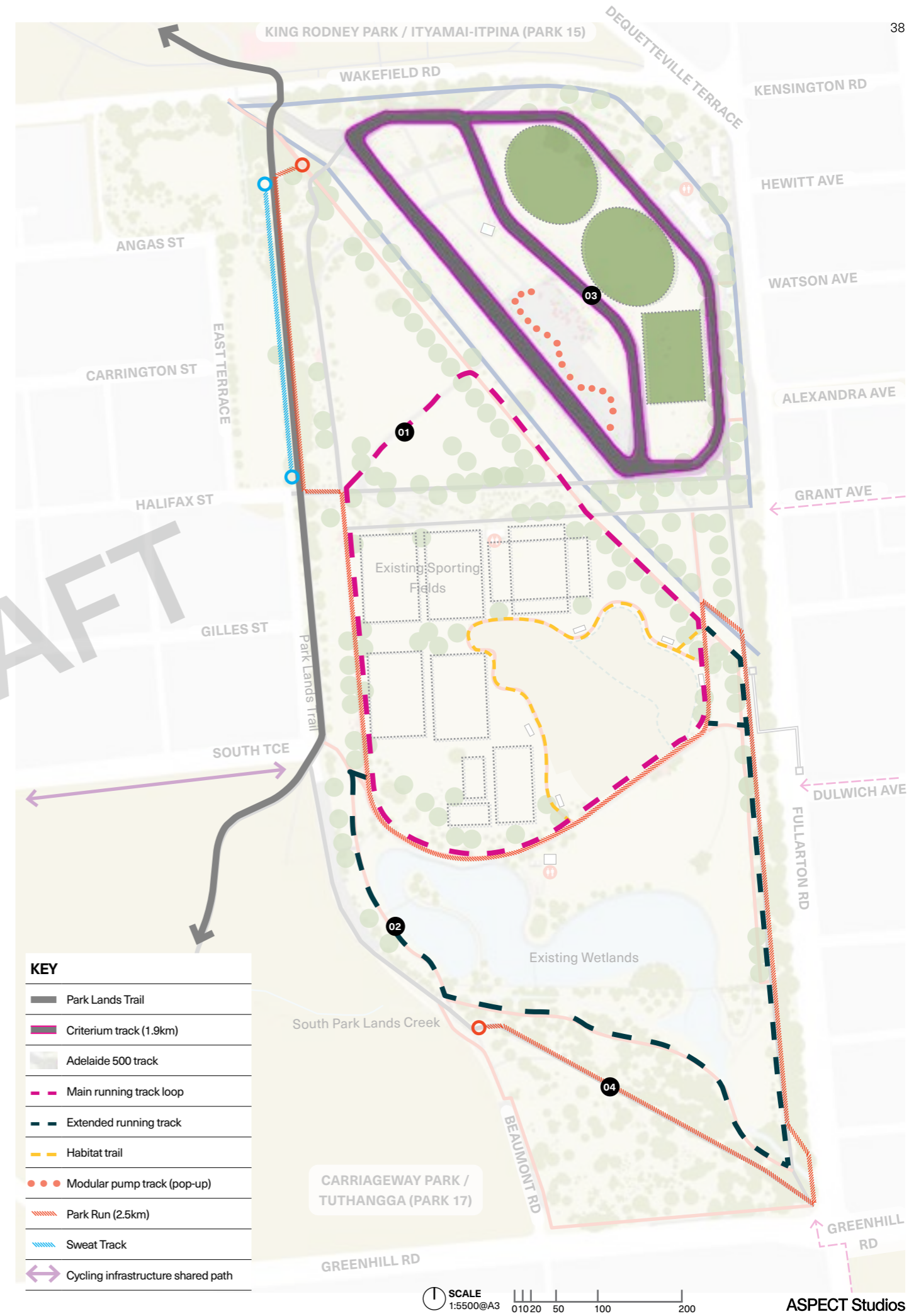
View along Criterium track



View along Main Running Track



Proposed Extended Running Track



5.3 Strengthen Neighbourhood Connections

A Welcoming Address

Create new and enhance the existing nodes along key pedestrian access points and complete pedestrian access routes into the city from neighbouring suburbs including the following;

- 01 Relocate Wakefield Street pedestrian crossing**
Improve safety and legibility of this important connection to the city and Park Lands Trail through relocating the Wakefield Street pedestrian crossing further west and create a retractable traffic island. This will also resolve pedestrian and cyclist conflicts with the motor sports track.
- 02 Provide additional Fullarton Road pedestrian bridge crossing**
In response to the projected future urban growth along Fullarton Road and within the City of Burnside (City of Burnside Victoria Park Research Base) a pedestrian bridge is proposed to provide safer and easier access for pedestrians and cyclists connecting to the city.
- 03 Greening Fullarton Road**
The master plan proposes to continue the line of established River Red Gums along Fullarton Road to enhance the parks visual amenity and increase tree canopy shade without impacting on key views to the Adelaide Hills.
- 04 Improving entry nodes/Urban Address**
Improving visual appeal and amenity at nodes to draw in visitors and provide better connections to adjacent parks/links e.g.,
 - South Park Lands creek linkage to Greenhill Road/Glenside
 - South Terrace connection and Park Lands Trail
 - Dulwich Avenue potential bikeway link
- 05 South Terrace Shared Path**

PROPOSED CONNECTION CHARACTER



01 Node Treatment (Pelzer Park / Pityarilla (Park 19))



02 Footbridge (Rainbow bridge, USA)



5.3 Strengthen Neighbourhood Connections

Wakefield Street Entry View: A Welcoming Address



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5.4 Celebrate Cultural Connections

Storytelling Through Interpretation

Build on the already established interpretive signage to enhance public awareness of the rich natural and cultural history of this important Park Lands setting. Stories will be shared through interpretive features, signage and the bespoke design of play experiences and other park amenities. This interpretive trail will assist with unifying the park's identity.

The Master Plan proposes three themes around which the interpretive experience might be generated:

- Environmental Change - from Woodland to Park Lands including the role of the wetlands and natural areas for education.
- Our First Nations stories including truth-telling with a focus towards kids on country as well as healing landscapes such as the inclusion of productive planting, and
- City celebration; from horse racing to motor sports and major events.

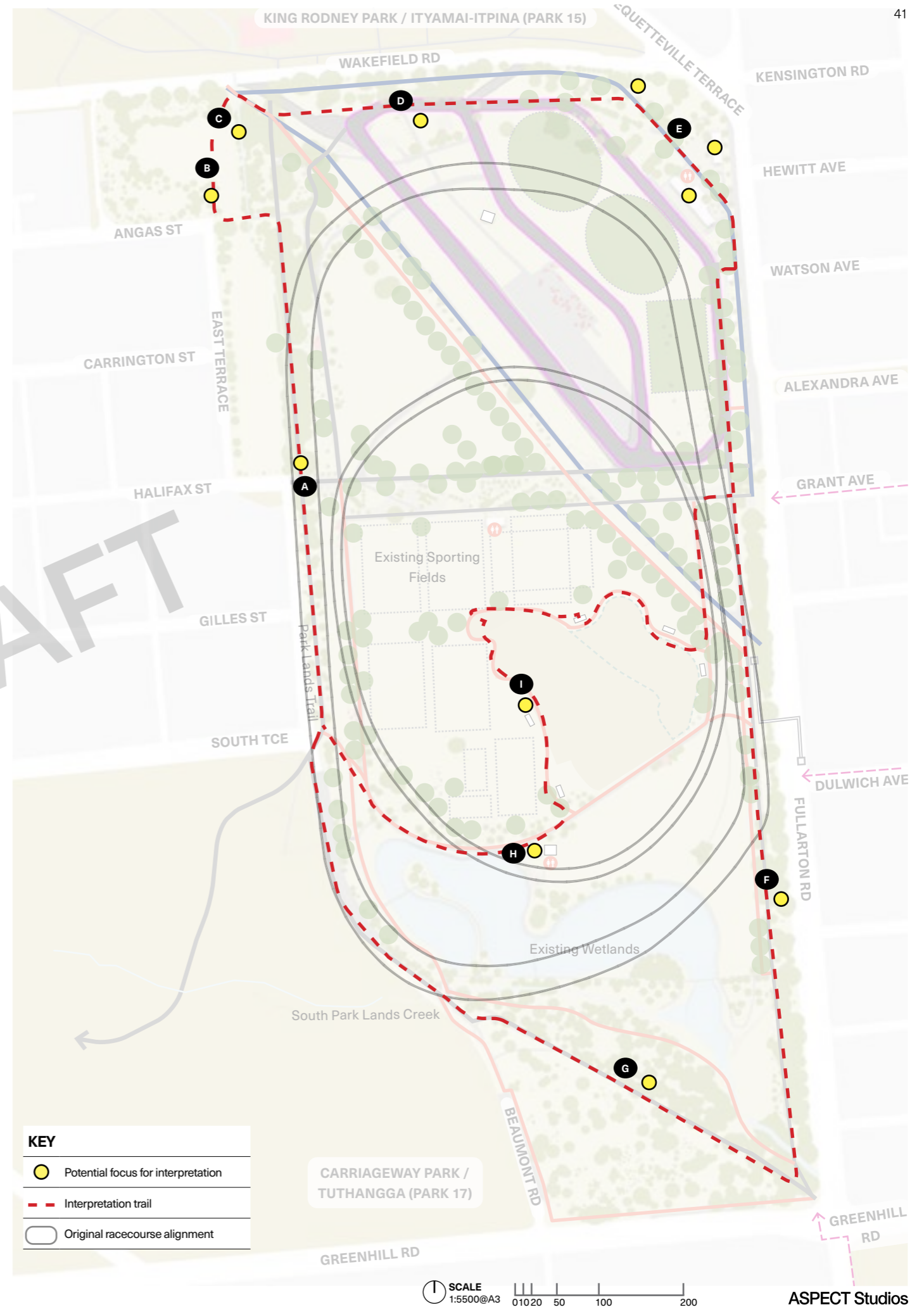
The Master Plan proposes that new interpretation be both physical (eg. public art, integrated design and signage elements) as well as digital/interactive, so that visitors can experience history in real-time and information can be updated regularly. An interpretive trail highlighting key sites of significance and events of historic importance can be an effective method of storytelling.

PROPOSED SIGNAGE/INTERPRETATIVE CHARACTER



INTERPRETIVE TRAIL OPPORTUNITIES

- A** Original Racecourse alignment
- B** The north-west corner of the park was the site of a native police camp watching Aboriginal camps / meetings (19th century)
- C** Historic Olive Grove established circa 1872
- D** Relocated and enhanced Ayrton Senna monument with narrative highlighting Adelaide's controversial motor racing history
- E** Horse Racing History - The Stables, Grandstand and associated facilities dating back to as early as 1882
- F** River Red Gums and Olives, dating back to the early 1800s
- G** The urban woodland and site of Arbor Day established in 1889
- H** Brownhill Keswick Creek Wetland educational interpretation
- I** Public Art installation referencing conservation and butterfly site



5.5 Reconnect the Grandstand

The Pakapakanthi/Victoria Park (Park 16) Activity Hub

Building on the successful activation of the old stables as an events venue, there are further opportunities to enhance the connectivity and function of the Grandstand and associated outbuildings with the park, supporting the creation of a new Pakapakanthi/Victoria Park (Park 16) Activity Hub. The following initiatives are proposed;

- Create a plaza/pedestrian hub around the Grandstand
- Improve pedestrian and cycle connections from the existing Fullarton Road Car Park
- Realign the criterium track to allow for further expansion of the sports fields to the north. Address access and conflicts between cyclists and other recreation activities through the use of controlled access around sports fields, eg. low picket fencing
- Realign the criterium track to create a safer route for cyclists and create a 3m turf buffer zone from the edge of the Grandstand bleachers
- Upgrade the Grandstand and surrounding landscape treatment
- Develop a new urban adventure playspace
- Redevelop the existing toilet block into a multipurpose facility including; upgraded toilets, storage facility and shaded viewing pavilion accessible to all
- Increase the temporary activation opportunities on the hardstand area inside the criterium track to include a removable pump track
- Create dedicated path links and safe crossing points from central park areas to Grandstand area
- Extend the length of the existing tiered concrete seating along the Fullarton Road edge
- Collaborate with City of Burnside to upgrade existing carpark (to maximise number of spaces) including: parking configuration, pedestrian access points into park, tree planting and smart technologies i.e. parking sensors etc



Plaza/pedestrian seating



Community sport



Urban adventure playspace



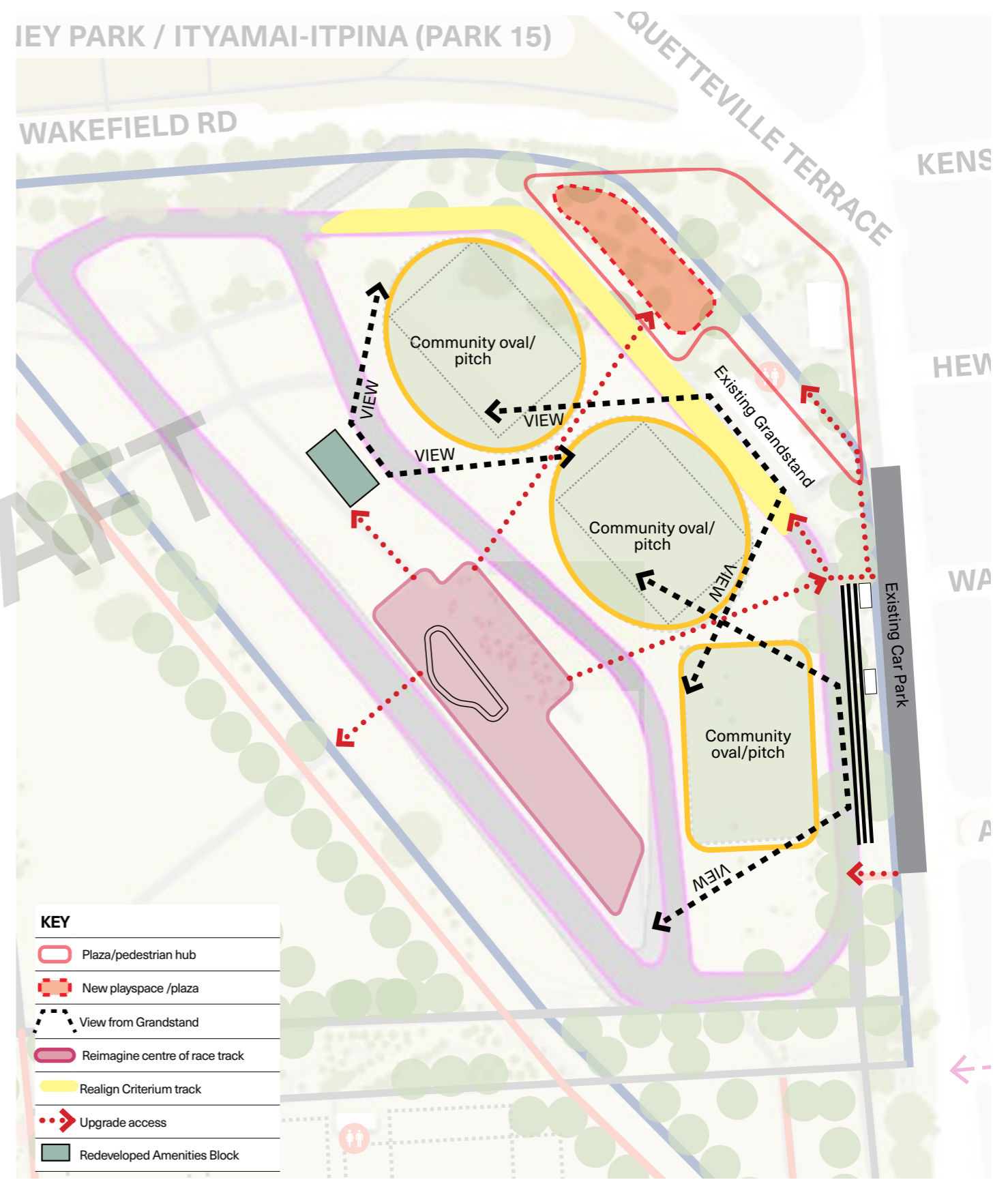
Kids trike linemarking



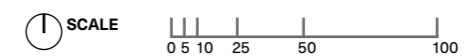
Toilets and shaded viewing pavilion



Temporary pump track



KEY	
	Plaza/pedestrian hub
	New playspace /plaza
	View from Grandstand
	Reimagine centre of race track
	Realign Criterium track
	Upgrade access
	Redeveloped Amenities Block



5.5 Reconnect the Grandstand

Proposed Pakapakanthi Victoria Park (Park 16) Activity Hub



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5.6 Celebrate the Park Lands' Character

Enhanced Park Lands Greening

Increase to the parks' current biodiversity and improve sport and recreation opportunities for the community. Key initiatives include:

- 01 Additional tree planting to new pedestrian pathways
- 02 Pocket/biodiversity planting along western edge
- 03 New trees in open turf areas (at strategic locations)
- 04 Extend the Conservation Zone to the east of the current Protected Conservation Zone
- 05 Temporary Greening opportunities during event mode
- 06 Expanding tree canopy planting opportunity at the existing mound
- 07 Understorey planting on Fullarton Road edge

The Master Plan identifies opportunities for the Council to pursue partnerships with schools and universities to encourage education and on-going learning around the significant biodiversity that can be found in the Victoria Park Precinct.

Green Infrastructure Targets

Greening targets to be developed.



Additional tree planting to new pathways



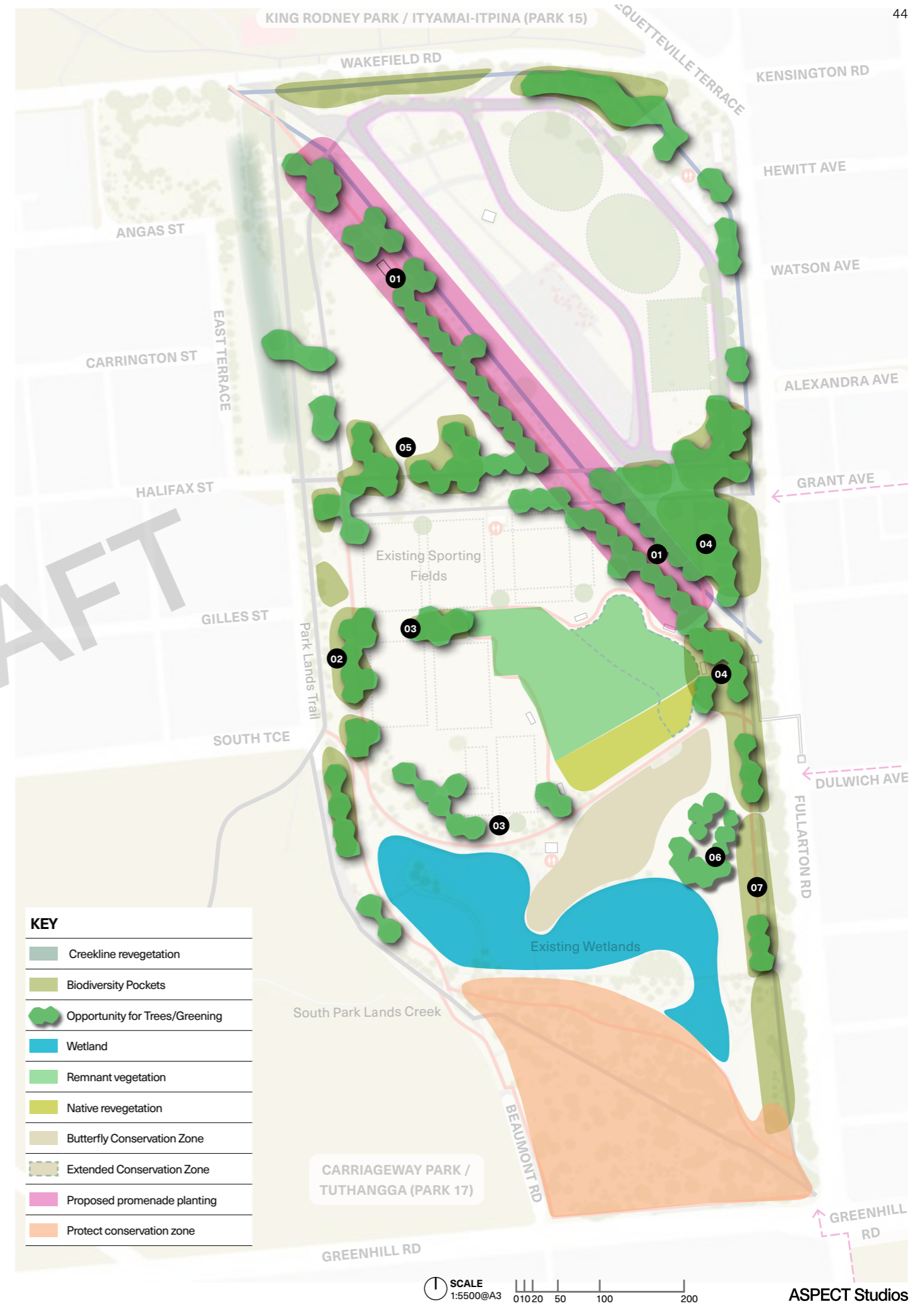
Temporary greening



Area identified as opportunity for additional pocket planting



Expansion of current Conservation Zone



5.7 Reveal and Reconnect the Water

Creekline and Wetland

Building on the Wetlands development, there are a number of locations throughout the park where stormwater that traverses the site can be better managed to improve water quality and slow flows for passive irrigation and biodiversity improvements. Key initiatives include;

- Reveal existing stormwater drains where possible for water quality improvements and to increase opportunities for public interaction with the existing Botanic Creek line and Park Lands creek (to the south).
- The existing Botanic Creek (in the north of the site) presents as a rock/lined channel. There is an opportunity to rehabilitate to improve water quality, provide a better connection to nature and increase biodiversity in the park.
- Address deep erosion along creek banks and establish areas where people can engage with a network of micro-wetlands.
- Establish an interpretive hub at the Wetlands for education purposes.



Lay back banks to create a 'creek experience' with integrated nature play



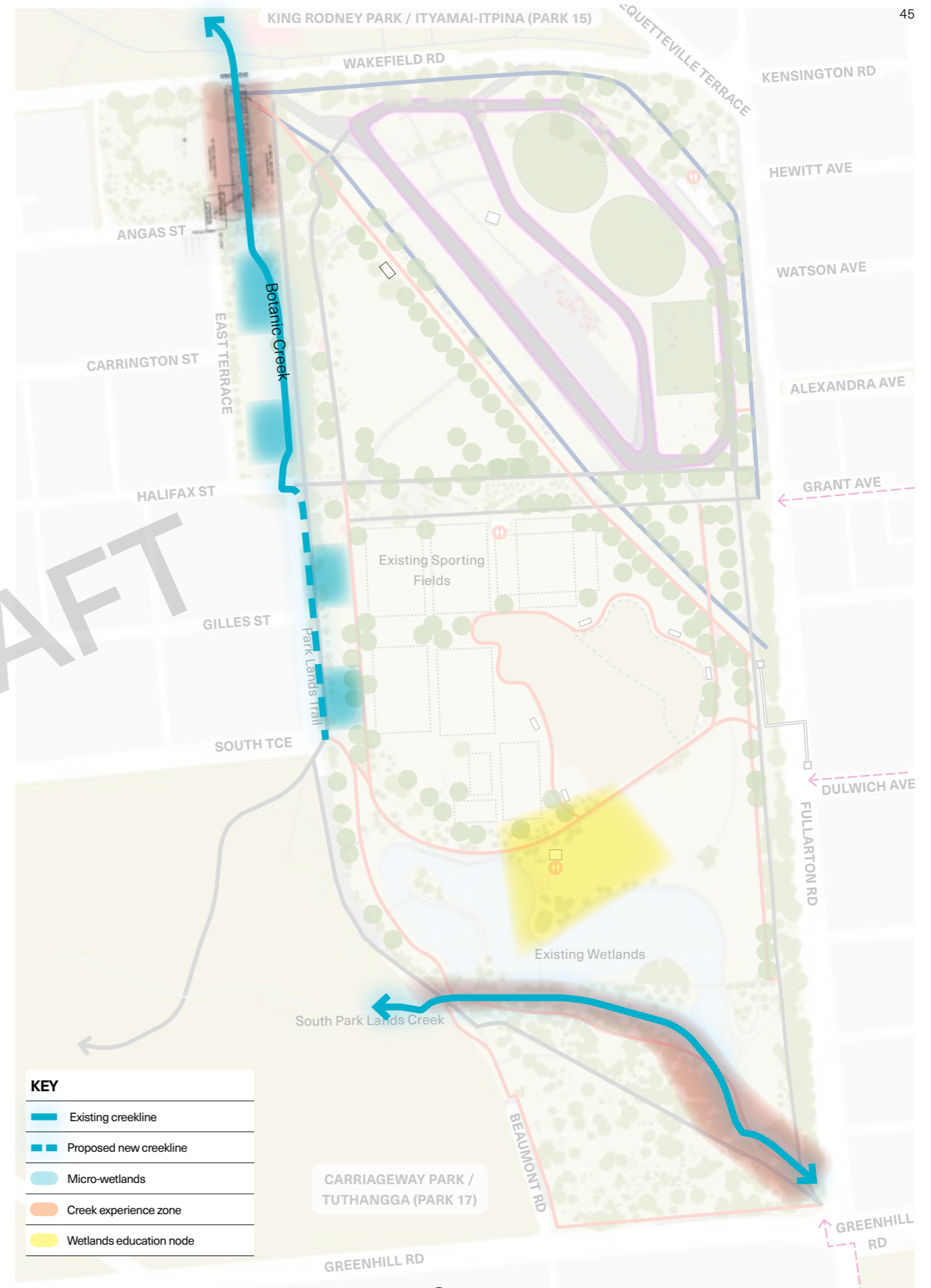
Increase opportunities for public interaction with creekline



Provide creekside linkages to allow opportunities to observe nature



Increase planting to improve creek biodiversity and create informal creek crossing points

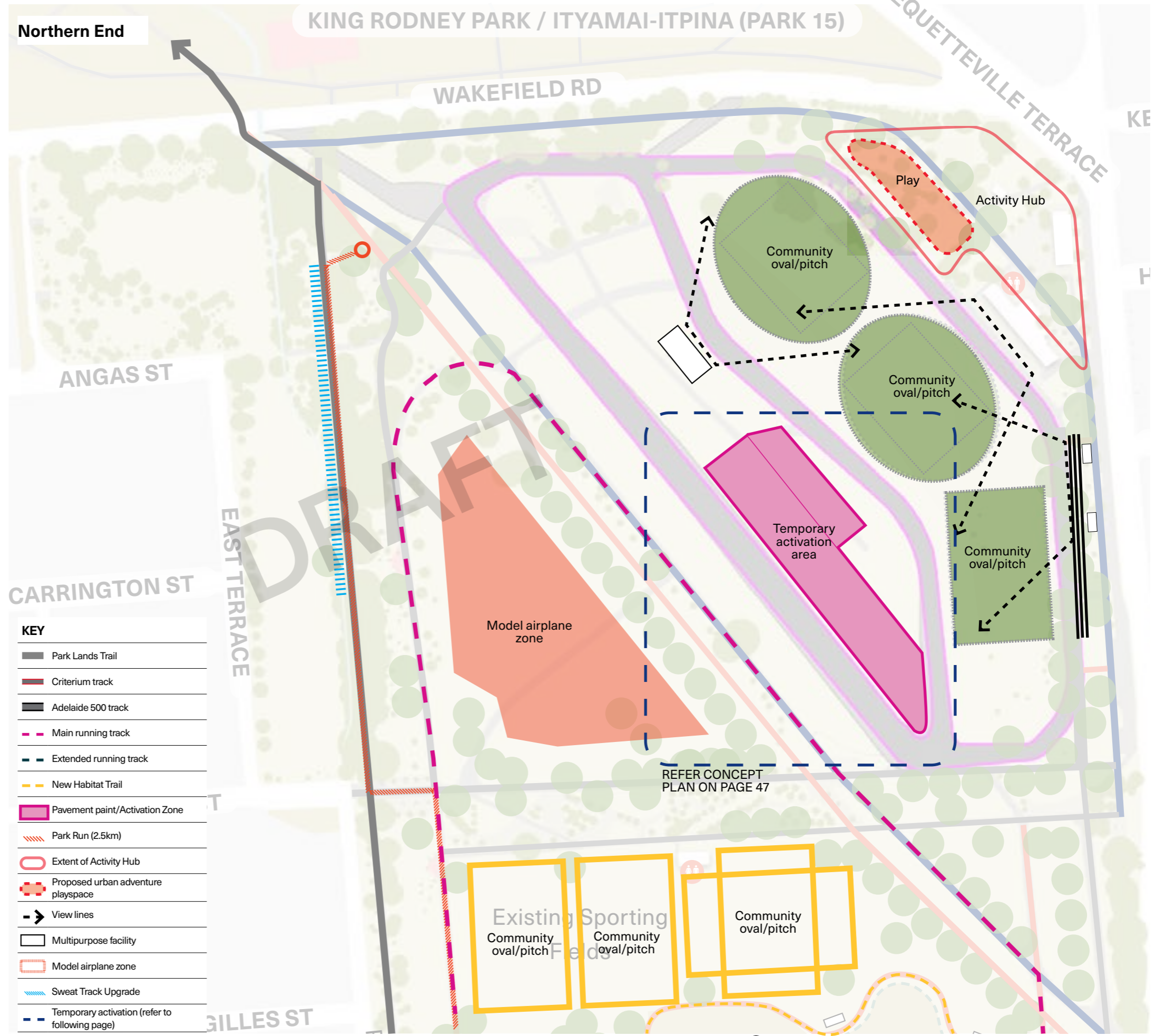


5.8 A Park for Year Round Activation

Maximising Opportunities for Everyday Use

The park's recreational facilities will come under increasing demand as neighboring populations increase. To cater for this demand and to maximise the potential for the park to meet the community's vision of 'The People's Park', the following site activation initiatives are proposed:

- Increase the number of sporting fields within the northern precinct.
- Establish the Pakapakanthi/Victoria Park (Park 16) Activity Hub - a major upgrade to the area surrounding the Grandstand, with the inclusion of a new urban 'adventure style' playspace and potential permanent skate space.
- Enhance the criterium track in front of the Grandstand as a functional space for younger children to learn to ride/fun area.
- Provide additional running/walking loops and expand to the south of the South Park Lands Creek, including potential for cross country running courses.
- Upgrade sweat track and outdoor activity equipment to cater for all abilities and ages.
- Provide additional shade around model aircraft and other non-programmed recreation areas for improved micro-climate and year round use.
- Temporary activation opportunities for the central track and hardstand area (eg. pump track, painted linemarking and evening cinema).
- Temporary activation in future plaza area (eg. night markets and bands/small concerts).
- Upgrade of existing amenities block to provide additional universally accessible storage for community/cycling event use.



5.8 A Park for Year Round Activation

Maximising Opportunities for Event Mode

The centre of the Motor Sport track includes a large expanse of hard paved surface which holds potential to develop events and recreational activation (both permanent and temporary) throughout the year. The following initiatives are proposed;

- 01 Redevelop amenities block; including public toilets, viewing platforms to sporting fields and criterium track as well as a storage facility.
- 02 Outdoor gathering space; temporary raised planters with opportunity for catenary lighting and shade sails, urban furniture, pop-up cafes/food trucks, infrastructure for bands/live performances, art installations/sculptures.
- 03 The Pavilion; similar to the Serpentine Pavilion in Hyde Park, London the site can be used for an annual architectural structure to be constructed.
- 04 Activity Zone; temporary bike pump track, activity based pavement line marking (basketball and trike track shown), tiered seating.



Shade structure with toilet facilities and storage



Temporary outdoor gathering



Serpentine Pavilion 2019



Pop-up bike pump track



Greening and gathering



Temporary Public Art/Sculptures



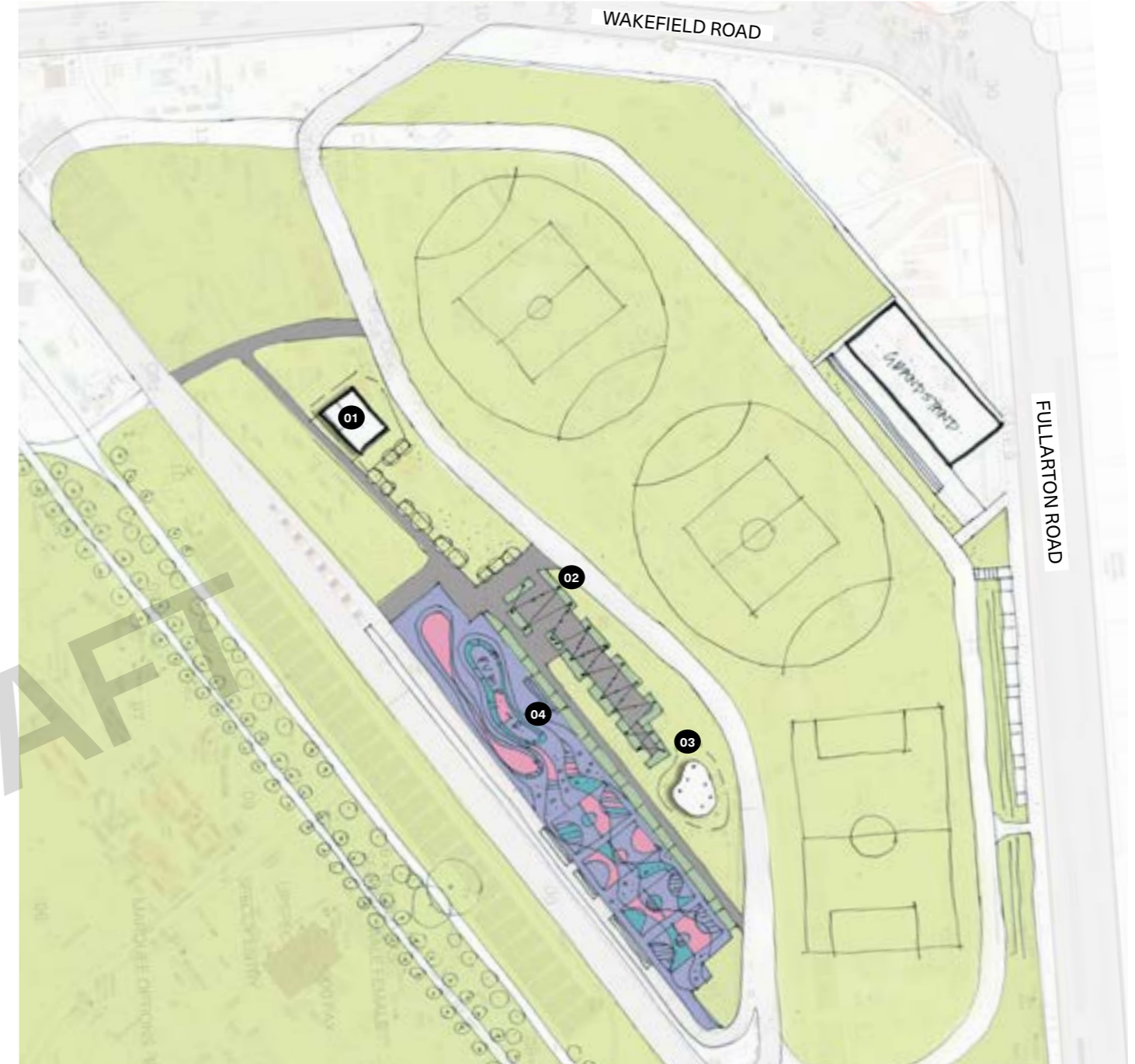
Sculpture and Activity



Linemarked Event Mode



Linemarked Activity Zone



Temporary activation area concept illustration

5.8 A Park for Year Round Activation

Enhanced Events and Passive Recreation

Expand the diversity of offerings through developing site infrastructure that supports a range of events of various scales and a diverse range of passive recreational opportunities. Key initiatives include;

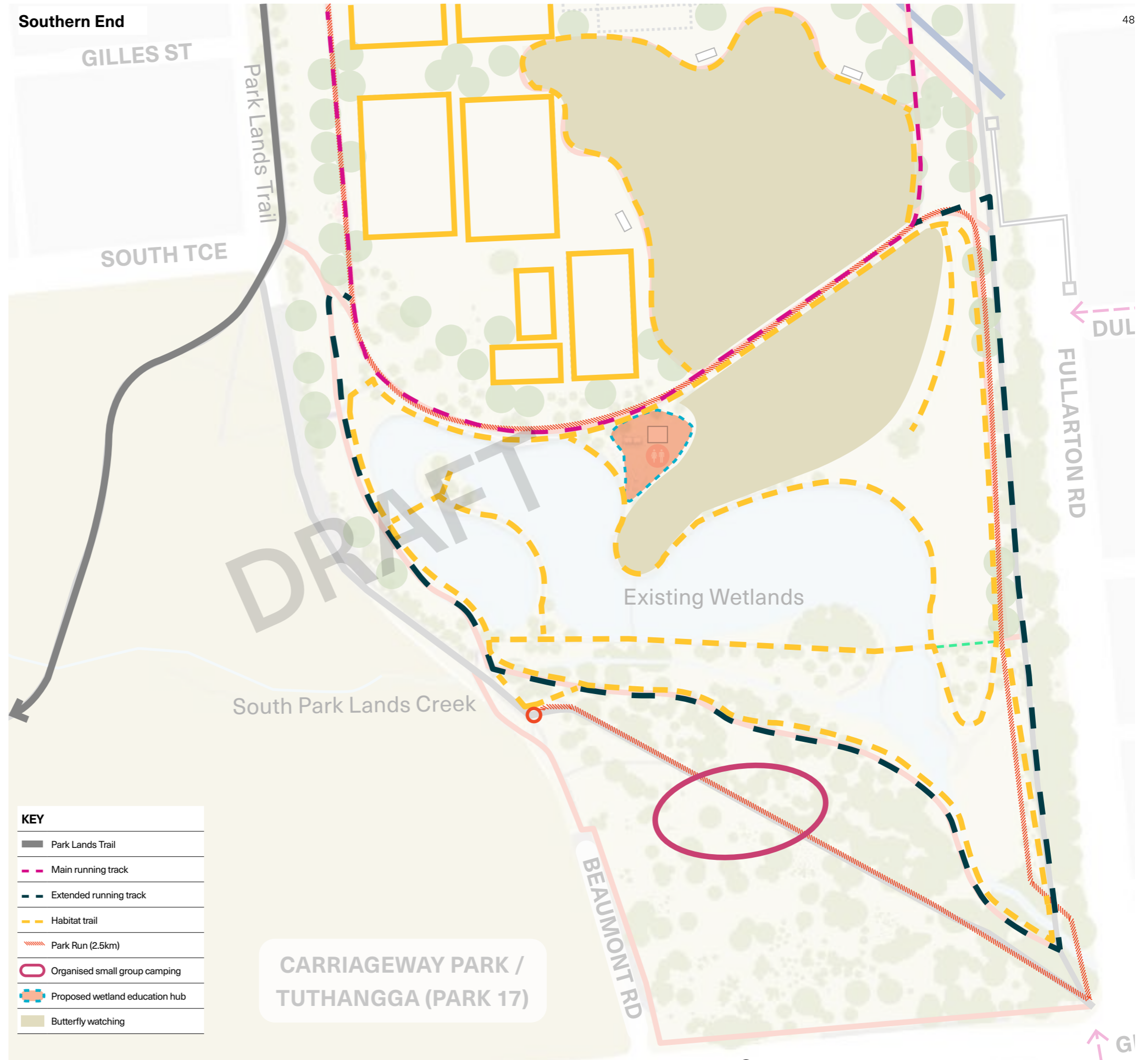
Nature based activity; Build on the educational potential within the southern portion of the park by providing group camping facilities, additional infrastructure to support school groups/tours, walking groups, biodiversity trails, butterfly watching, habitat studies, conservation education, technology to support environmental education, creek activation.



Active recreation; increase sporting fields, temporary pump track, road safety line marking, public art path/pop up art trails.



Evening activation; concerts in the park, drive-in cinema, open air cinema, guided evening night-walks for school groups, lighting to support evening sports activities, Grandstand and plaza lighting to increase activation to heritage precinct.



5.9 A Smart Park

Balancing Environmental Integrity with High Demand

The park will be an example of best-use materiality and technology, creating opportunities for;

- Electric Vehicles and charging stations
- Micromobility and Electric Bike parking and charging stations
- Collection/drop off points for emerging vehicle sharing trends
- Consider using 'cool road' technology for any new bitumen surfaces and upgrading existing
- Incorporate temporary greening (i.e., pop up planting and solar powered furniture) during and outside of Adelaide 500 event
- Incorporate smart technologies across the park including; irrigation systems, car parking sensors, play usage, lighting, waste sensors, environmental and climate sensors
- Sustainable design to all new and refurbished buildings
- Drone monitoring using high-res imaging and remote sensing abilities to monitor ground coverage of native vegetation in the key biodiversity areas

INTEGRATED DESIGN AND PLACEMAKING OPPORTUNITIES



01



02



03



04



DRAFT

Kadaltilla

Adelaide Park Lands Authority

South Australian Motor Sport Board World Solar Challenge 2023 Event Consultation

**Thursday, 22 June 2023
Board Meeting**

Author:

Jennifer Kalionis, Associate
Director City Culture

Public

Purpose

The World Solar Challenge (WSC) is an event that has been running in the City of Adelaide since it began in 1987. Held every two years, this race sees solar powered vehicles travel from Darwin to Adelaide, a route of 3000km, finishing in Victoria Square / Tarntanyangga.

This year sees the return of the event under the management of the South Australian Motor Sport Board (SAMSB). The event is to be held in October 2023.

The purpose of this report is to seek the Kadaltilla / Adelaide Park Lands Authority's feedback which will be provided to the City Community Services and Culture Committee on 4 July 2023, on

- The Park Lands area proposed to be used as part of the event and prescribed works period
 - The proposed dates of occupation.
-

Recommendation

THAT THE KADALTILLA / ADELAIDE PARK LANDS AUTHORITY ADVISES COUNCIL AND THE STATE GOVERNMENT:

That the Kadaltilla / Adelaide Park Lands Authority:

1. Provides the following feedback and advice on the World Solar Challenge 2023 event consultation to Council and the State Government:
 - 1.1. _____
 2. Notes the Declaration of the Declared Area, Declared Period and Prescribed Works Period for the purpose of conducting the World Solar Challenge 2023 event.
 3. Authorises the Presiding Member to write to the Chief Executive Officer of the South Australian Motor Sport Board on behalf of Kadaltilla with its feedback to the consultation on the proposed area for the World Solar Challenge 2023 event and the proposed period of time that works for the event will cover.
-

Implications

<p>Adelaide Park Lands Management Strategy 2015-2025</p>	<p>Adelaide Park Lands Management Strategy 2015-2025 The Adelaide Park Lands Management Strategy supports promoting the Park Lands as a visitor and tourist destination (Strategy 1.3.1).</p>
<p>2020-2025 Strategic Plan</p>	<p>Adelaide Park Lands Authority 2020-2025 Strategic Plan <i>Strategic Plan Alignment – Culture</i></p>
<p>Policy</p>	<p>The Community Land Management Plan (CLMP) for Victoria Square / Tarntanyangga recognises the use of the Square for events to attract visitation to the Square. The CLMP for Edwards Park / Wirranendi (Park 23) recognises the use of the bitumen area for alternative sport and event uses.</p>
<p>Consultation</p>	<p>There is a legislative obligation under Section 20(4) of the <i>South Australian Motor Sport Act 1984</i> for the Premier, through the SAMSB, to consult with Kadaltilla / APLA and Council regarding the Declared Area, Declared Period and Prescribed Works Period for the World Solar Challenge 2023 event. The SAMSB consultation period for World Solar Challenge 2023 concludes 28 July 2023.</p>
<p>Resource</p>	<p>This activity will be facilitated within existing resources.</p>
<p>Risk / Legal / Legislative</p>	<p>Pursuant to powers provided under the <i>South Australian Motor Sport Act, 1984, Section 2(1)</i>, the Premier may declare a Declared Area, Declared Period and Prescribed Works Period for the purpose of conducting motorsport events.</p>
<p>Opportunities</p>	<p>Not as a result of this report</p>
<p>City of Adelaide Budget Allocation</p>	<p>Not as a result of this report</p>
<p>Life of Project, Service, Initiative or (Expectancy of) Asset</p>	<p>Not as a result of this report</p>
<p>Ongoing Costs (eg maintenance cost)</p>	<p>The Declarations referred to in this report are in reference to the World Solar Challenge 2023 event only, with the end of the Declared Period proposed to be 1 November 2023.</p>
<p>Other Funding Sources</p>	<p>Not as a result of this report</p>

Discussion

Background

1. The World Solar Challenge (WSC) is an biennial event that has been held in the City of Adelaide since it began in 1987. Solar powered vehicles race from Darwin to Adelaide, a route of 3000km, finishing in Victoria Square / Tarntanyangga. The 2019 event saw 53 teams from 24 countries compete, with the 2021 event cancelled due to COVID-related travel restrictions for the Interstate and International teams.
2. Prior to 2023, this event has been run by the South Australian Tourism Commission (SATC) but from 2023 onwards this event will be owned and managed by the South Australian Motor Sport Board (SAMSB).
3. The 2023 event will be the first to be staged by the SAMSB pursuant to powers provided under the *South Australian Motor Sport Act, 1984* (the Act). Detailed in Section 2 (1) of the Act, the Premier of South Australia (Premier) may declare:
 - 3.1. A specified area (consisting of public road or Park Land or both) in Adelaide, to be a Declared Area under the Act for the purposes of the event; and
 - 3.2. A specified period (not exceeding five days) to be a Declared Period under this Act for the purposes of the event; and
 - 3.3. A specified period or periods (Prescribed Works Period) under the Act during which the SAMSB may have access to land within a declared area for the purposes of carrying out works in the manner contemplated by Section 22 (1) (a). Different periods may be specified in respect of different categories of work.
4. On behalf of the Minister responsible for the Act the Chief Executive, South Australian Motor Sport Board wrote to the Lord Mayor on 15 June 2023. The letter in [Link 1](#) outlines the Declarations for the World Solar Challenge 2023 event and was addressed to the Lord Mayor in their capacity as Lord Mayor of the City of Adelaide and as the Presiding Member of Kadaltilla/APLA.
5. The proposed Declared Area in [Link 2](#) and [Link 3](#) includes Victoria Square / Tarntanyangga, Edwards Park / Wirranendi (Park 23) and a public road, Reconciliation Plaza.
6. The Declared Period covers the event days for the Official Finish Line portion of the event. The dates for the World Solar Challenge 2023 event are 25-29 October 2023, therefore the proposed Declared Period is 25-29 October 2023.
7. Feedback is being sought on the Declared Area, Prescribed Works Period and Declared Period. Any feedback provided will be presented to the City Community Services and Culture Committee on Tuesday 4 April 2023.
8. The deadline for feedback on the consultation on the proposed Declarations is 28 July 2023.

Declared Area

9. The Declared Area for the World Solar Challenge 2023 event, as provided by the SAMSB and takes in two specific zones within the City of Adelaide:
 - 9.1. Both the North and South sides of Victoria Square / Tarntanyangga, as well as Reconciliation Plaza to connect the two spaces, to facilitate the Official Finish Line for the event.
 - 9.2. The hardstand area of Edwards Park / Wirranendi (Park 23) to facilitate a pack-down area for teams travelling Interstate or Internationally. SAMSB have advised that while there is a larger area shown to facilitate fence lines, the intention is to only use the hard stand areas as part of the event.
10. The Declared Area is shown in [Link 2](#) and [Link 3](#).
11. The SAMSB advise that the size and scale of the Declared Area is required to enable the safe and successful delivery of the World Solar Challenge 2023 event.
12. Public access to the Declared Areas, in particular the main pathways, will be provided for as long as possible during the Prescribed Works Period, with restrictions to specific areas being managed in a staged approach.

Prescribed Works Period

13. The Prescribed Works Period is proposed as follows:
 - 13.1. 20 October 2023 until 1 November 2023 for Victoria Square / Tarntanyangga,
 - 13.2. 24 October 2023 until 1 November 2023 for Edwards Park / Wirranendi (Park 23)

13.3. 23 October 2023 until 30 October 2023 for Reconciliation Plaza. The road will be closed for this period.

Impact on other Park Lands Users

- 14. The event may have short term impacts on other Park Lands users, including the casual users of Victoria Square / Tarntanyangga, often used as a thoroughfare or as a recreational space, largely during the work week.
- 15. Victoria Square / Tarntanyangga is used for many different events throughout the year.

Remediation

- 16. Assessment and any required remediation as a result of the area being impacted by the World Solar Challenge 2023 event will be at the cost of the SAMSB.

Next Steps

- 17. A report will be presented to the City Community Services and Culture Committee on 4 July 2023.

Attachments

Nil

- END OF REPORT -

Kadaltilla

Adelaide Park Lands Authority

Updated Kadaltilla Code of Practice

**Thursday, 22 June 2023
Board Meeting**

Author:
Manager Governance

Public

Purpose

The Kadaltilla Code of Practice forms a key part of the governance framework to support Kadaltilla / Adelaide Park Lands Authority (Kadaltilla) Board Members with the fulfilment of Board Member and staff obligations to Kadaltilla. The Kadaltilla Code of Practice observes and is to be read in conjunction with the *Adelaide Park Lands Act 2005 (SA)*, *Local Government Act 1999 (SA)*, and Kadaltilla Charter as adopted by the City of Adelaide and the Minister for Local Government. Specifically, the Code of Practice contains key procedural and operational matters to be observed.

This report seeks approval to amend the Kadaltilla Code of Practice following the rebranding of Kadaltilla and in order to amend procedures to support governance arrangements for Board proceedings.

Recommendation

THAT THE KADALTILLA / ADELAIDE PARK LANDS AUTHORITY ADVISES THE STATE GOVERNMENT AND COUNCIL:

That the Kadaltilla / Adelaide Park Lands Authority:

1. Approves the updated Kadaltilla Code of Practice as included as Attachments A & B to Item 6.3 on the Agenda for the meeting of the Board of Kadaltilla / Adelaide Park Lands Authority held on 22 June 2023.
-

Implications

Adelaide Park Lands Management Strategy 2015-2025	Adelaide Park Lands Management Strategy 2015-2025 The Kadaltilla Code of Practice is consistent with the Adelaide Park Lands Management Strategy and the <i>Adelaide Park Lands Act 2005 (SA)</i> .
2020-2025 Strategic Plan	Adelaide Park Lands Authority 2020-2025 Strategic Plan Strategic Plan Alignment – Advice 4 - Function as the peak advisory body for policy, development, heritage & management of the Park Lands
Policy	The Kadaltilla Code of Practice is to be reviewed every four years by Kadaltilla in consultation with Council.
Consultation	Kadaltilla's advice on its Code of Practice will be tabled at the Council meeting on 27 June 2023 to fulfil the requirements to consult with the Council every four years on the review of the Code of Practice.
Resource	Not as a result of this report
Risk / Legal / Legislative	The Code of Practice contributes to the effective governance of Kadaltilla.
Opportunities	Not as a result of this report
City of Adelaide Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	The Kadaltilla Code of Practice is subject to review every four years in consultation with Council.
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

Discussion

Background

1. The Kadaltilla / Adelaide Park Lands Authority (Kadaltilla) is established by the *Adelaide Park Lands Act 2005 (SA)* (the Act) as a subsidiary of the City of Adelaide under the provisions of the *Local Government Act 1999 (SA)* (the LG Act).
2. The Kadaltilla Code of Practice forms a key part of the governance framework to support Kadaltilla Board Members with the fulfilment of Board Member and staff obligations to Kadaltilla.
3. The Kadaltilla Code of Practice observes and is to be read in conjunction with the Act, LG Act, and Kadaltilla Charter (the Charter) as adopted by the City of Adelaide and the Minister for Local Government. Specifically, the Code of Practice contains key procedural and operational matters to be observed.
4. Nothing in the Kadaltilla Code of Practice overrides, prevails or amends the provisions of the relevant legislation or the Charter.
5. Clause 4.5.9 of the Charter requires the adoption of a Code of Conduct to be observed by Kadaltilla Board Members and requires that the Kadaltilla Code of Practice be reviewed every four years by Kadaltilla in consultation with Council.

Amendments

6. The amendments to the Kadaltilla Code of Practice have been summarised in the below table:

SECTION	CURRENT CODE OF PRACTICE	UPDATED CODE OF PRACTICE
Throughout	“Adelaide Park Lands Authority (APLA)”	“Kadaltilla / Adelaide Park Lands Authority (Kadaltilla)”
Throughout	“ <i>Adelaide Park Lands Act 2005 (SA)</i> (Park Lands Act)”	“ <i>Adelaide Park Lands Act 2005 (SA)</i> (the Act)”
Throughout	“Adelaide Park Lands Authority Charter (the Charter)”	“Kadaltilla Charter (the Charter)”
Throughout	“the Authority”	“Kadaltilla”
Throughout	“Authority’s Executive Officer”	“Kadaltilla Advisor”
Throughout	“Authority members”	“Board Members”
Throughout	“him or her” and “himself or herself”	Changed to gender-neutral “their” or “themselves”
Throughout	A number of sentences begin with references to a section or a clause in an Act or the Charter, or the reference is close to the beginning of the sentence.	Sentences that begin with reference to a section or a clause in an Act or the Charter have been restructured to move the reference to the end of the sentence, where possible, to make the sentence more readable.
Table of Contents	No contents page currently exists	Contents page added for readability
Introduction	Paragraph mentions there are three components to the Code of Practice	Paragraph removed as Code of Practice is no longer separated into three components
Conflicts of Interest	A table containing a verbatim excerpt from the LG Act and Local Government (General) Regulations 2013	The table has been removed, and the information summarised in line with the other sections of the Code of Practice
Breaches of the Code of Conduct	Heading updated: “Breaches of Code of Conduct”	Heading updated: “Breaches of the Code of Conduct”
Meetings	Sub-heading updated: “Presiding”	Sub-heading updated: “Presiding Member”
Scheduling and Notice of Meetings	“Executive Officer”	Clarification of certain responsibilities to “Governance”

Meeting Documents	NA	“All meeting content, including external presentations, must be submitted to the Kadaltilla Advisor at least four days in advance of the meeting, unless with the express approval of the Presiding Member.”
Meeting Documents	Agenda structure listed	The agenda structure has been updated as per the current Board proceedings
Meeting Commencement and Quorum	“Executive Officer”	Clarification of certain responsibilities to “Governance”
Voting	Sentence rewritten for clarity: “A proposed resolution of the Board becomes a valid decision of the Board despite the fact it is not voted on at a meeting if notice is given to all Board Members in accordance with procedures determined by the Board and a majority of Board Members express their concurrence by letter, telex, facsimile, or other written or electronic communication to the Kadaltilla Advisor APLA Executive Officer - Schedule 2, Part 1, section 5(6) LG Act and clause 4.8.4 of the Charter”	“The Board, in accordance with operating procedures, may determine that a proposed resolution becomes a valid decision of the Board outside of a Board Meeting. This is known as an Out of Session Decision and can only be accessed if the matter is determined to be urgent, and the decision is unable to wait until the next scheduled Board Meeting. The majority of Board Members must respond in writing expressing their agreement to the proposed resolution, and subsequently the Out of Session Decision must be included on the agenda of the next Board Meeting to enable the Board to ratify the Out of Session Decisions - Schedule 2, Part 1, section 5(6) LG Act and clause 4.8.4 of the Charter”
Deputations / Requests to Speak to the Board	“All persons wishing to speak to the Board will need to submit a request in writing via email to the Executive Officer or via the City of Adelaide website at least by noon the last working day prior to the meeting. The Executive Officer must provide a request to speak received by a member of the public to the Presiding Member.”	“All persons wishing to speak to the Board will need to submit a request in writing via email to the Kadaltilla Advisor at kadaltilla@cityofadelaide.com.au by 12:00 pm six working days prior to the meeting. The Kadaltilla Advisor must provide a request to speak received by a member of the public to the Director, City Shaping and Associate Director, Park Lands, Policy & Sustainability for pre-review. Following pre-review, the received request to speak must be provided to the Presiding Member.”
Deputations / Requests to Speak to the Board	N/A	“If a speaker has a presentation they wish to present to the Board during the meeting, the presentation must be submitted to the Kadaltilla Advisor by 9:00 am at least four working days in advance of the meeting to be eligible, unless with the express approval of the Presiding Member.”

Catering	N/A	"A light dinner should be provided to Kadaltilla Board Members only for those Board Meetings with long agendas."
Business	N/A	"The Kadaltilla Advisor will maintain a register of Kadaltilla's decisions."
Meetings in Public and Arrangements for Managing Confidential Items	Heading updated: "Meetings in Public and Confidentiality"	"Meetings in Public and Arrangements for Managing Confidential Items"
Meetings in Public and Arrangements for Managing Confidential Items	A table containing a verbatim exert from the LG Act	The table has been removed, and the information summarised in line with the other sections of the Code of Practice
Informal Gatherings, Information Sessions or Briefing Sessions	Heading updated: "Informal Gatherings"	"Informal Gatherings, Information Sessions or Briefing Sessions"
Informal Gatherings, Information Sessions or Briefing Sessions	A table containing a verbatim exert from the LG Act and Local Government (General) Regulations 2013	The table has been removed, and the information summarised in line with the other sections of the Code of Practice.
Informal Gatherings, Information Sessions or Briefing Sessions	"Procedure for Informal Gatherings"	Subheading removed
Annual Community Forum	"Community Forum"	"Annual Community Forum"
Annual Community Forum	"In determining the place and time, consideration should be given to public access and the suitability of the place for the convening of a forum which will consider the following as determined by clause 4.10.5 of the Charter: Presiding Member report Officer report Audited financial statements for the previous financial year Any other general business as determined by the Board."	Updated to reflect revised Charter requirements (clause 4.10.5 of the Charter removed) "In determining the place and time, consideration should be given to public access and the suitability of the place for the convening of a forum which will consider the business of a general nature aimed at reviewing the progress and direction of the Board required in clause 4.10.4 of the Charter"
Annual Community Forum	"Minutes of the Annual Community Forum will contain a summary of the matters raised and be available to the public (via the City of Adelaide website) and Board Members within 5 days of the forum being held (clause 4.10.6 of the Charter)."	Updated to reflect revised Charter requirements (clause 4.10.6 of the Charter removed)
APPENDIX A	<i>Adelaide Park Lands Act 2005</i> <i>Local Government Act 1999</i> Adelaide Park Lands Authority Charter <i>Local Government (General) Regulations 2013</i> Adelaide Park Lands – City of Adelaide website	<i>Adelaide Park Lands Act 2005 (SA)</i> Local Government Act 1999 (SA) Kadaltilla Charter <i>Local Government (General) Regulations 2013</i> Adelaide Park Lands – City of Adelaide website Kadaltilla / Park Lands Authority – City of Adelaide website

Next Steps

7. Kadaltilla's advice on its Code of Practice will be tabled at the Council meeting on 27 June 2023 to fulfil the requirements to consult with the Council every four years on the review of the Code of Practice.
 8. A copy of the revised Code of Practice will be sent to the Minister for Planning, Hon Nick Champion MP, for noting.
-

Attachments

Attachment A – Updated Kadaltilla Code of Practice (with track changes)

Attachment B – Updated Kadaltilla Code of Practice (clean version)

- END OF REPORT -

Kadaltilla

Code of Practice

June 2023

Style Definition: TOC 1

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INTRODUCTION

This Code of Practice forms a key part of the governance framework to support ~~Adelaide Kadaltilla / Adelaide~~ Park Lands Authority (~~Kadaltilla~~) Board Members with the fulfilment of Board Member and staff obligations to ~~the Adelaide Kadaltilla, Park Lands Authority, City of Adelaide and the South Australian State Government.~~

~~There are three components to this Code of Practice:~~

- ~~1.1. Code of Conduct for Board Members – required by clause 4.5.9 of the Charter~~
- ~~1.2. Board Proceedings (in addition to those prescribed by Division 3 and 4 of the Park Lands Act, Chapter 6, Part 3 and Schedule 2, Part 1 of the LG Act and in support of clause 4.8.2 of the Charter)~~
- ~~1.3. Amendments to the Code of Practice~~

The critical documents are linked above and at the end of this document.

The definitions as stated in clause 2 of the Charter apply to this Code of Conduct.

1. Legislative Framework

- 1.1. ~~The Adelaide Park Lands Authority (APLA or the Authority or Board)~~~~Kadaltilla~~ is established by the ~~Adelaide Park Lands Act 2005 (SA)~~ (~~Park Lands~~~~the~~ Act), an act to establish a legislative framework that promotes the special status, attributes and character of the Adelaide Park Lands to provide for the protection of those park lands and for their management as a world-class asset to be preserved as an urban park for the benefit of present and future generations.
- 1.2. ~~Kadaltilla~~ ~~APLA~~ is taken to be a subsidiary of the City of Adelaide pursuant to section 42 of the ~~Local Government Act 1999 (SA)~~ (LG Act).
- 1.3. The affairs of ~~Kadaltilla~~ ~~the Authority~~ are conducted in accordance with Schedule 2, Part 1 of the LG Act unless the matter is dealt with by the ~~Park Lands~~ Act or as modified by the Charter.
- 1.4. This Code of Practice observes and is to be read in conjunction with the ~~Park Lands~~ Act, LG Act and ~~Adelaide Park Lands Authority Kadaltilla~~ Charter (the Charter) as adopted by the City of Adelaide and the Minister for Local Government. Specifically, the Code of Practice contains key procedural and operational matters to be observed.
- 1.5. Nothing in this Code of Practice overrides, prevails or amends the provisions of the relevant legislation or the Charter.
- 1.6. ~~Clause 4.5.9 of the~~~~The~~ Charter requires the adoption of a Code of Conduct to be observed by Board Members. In addition, the Code of Conduct should be reviewed every four years in consultation with Council - ~~c~~~~Clause 4.5.9 of the Charter.~~
- 1.7. The Code of Conduct includes all legislative components and the requirements contained in this section.

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2. Statutory Principles

- 2.1. Section 4(2) of the ~~Park Lands~~ Act requires Board Members to have regard to and apply the following Statutory Principles stated in section 4(1) of the ~~Park Lands~~ Act:

- 2.1.1. The land comprising the Adelaide Park Lands should, as far as is reasonably appropriate, correspond to the general intentions of Colonel William Light in establishing the first Plan of Adelaide in 1837.
- 2.1.2. The Adelaide Park Lands should be held for the public benefit of the people of South Australia, and should be generally available to them for their use and enjoyment (recognising that certain uses of the Park Lands may restrict or prevent access to particular parts of the Park Lands).
- 2.1.3. The Adelaide Park Lands reflect and support a diverse range of environmental, cultural, recreational, and social values and activities that should be protected and enhanced.
- 2.1.4. The Adelaide Park Lands provide a defining feature to the City of Adelaide and contribute to the economic and social well-being of the City in a manner that should be recognised and enhanced.
- 2.1.5. The contribution that the Adelaide Park Lands make to the natural heritage of the Adelaide Plains should be recognised, and consideration given to the extent to which initiatives involving the Park Lands can improve the biodiversity and sustainability of the Adelaide Plains.
- 2.1.6. The State Government, State agencies and authorities, and the City of Adelaide, should actively seek to co-operate and collaborate with each other to protect and enhance the Adelaide Park Lands.
- 2.1.7. The interests of the South Australian community in ensuring the preservation of the Adelaide Park Lands are to be recognised, and activities that may affect the Park Lands should be consistent with maintaining or enhancing the environmental, cultural, recreational, and social heritage status of the Park Lands for the benefit of the State.

3. Functions, Powers and Duties

3.1. When fulfilling their role, Board Members need to adhere to the Powers and Duties of ~~Kadaltilla the Authority~~ as prescribed in clause 3.2 of the Charter. Specifically, clause 4.1.4 of the Charter states the Board will be entitled to make decisions in accordance with the Powers of ~~Kadaltilla the Authority~~ set out in the Charter and by or under the ~~Park Lands Act~~.

3-1-3.2. ~~Section 62 of the LG Act detail~~ The General Duties of a Board Member are detailed in section 62 of the LG Act

3-2-3.3. Board Members need to adhere to the Functions of ~~Kadaltilla the Authority~~ as detailed in section 9 of the ~~Park Lands Act~~, and Schedule 2, Part 1, section 6 of the LG Act, and clause 3.1 of the Charter. Board Members also need to adhere to the and Functions of the Board as per clause 4.5 of the Charter.

3-3-3.4. The Powers, duties, and functions of ~~Kadaltilla the Authority~~ are summarised below:

- 3-3-1-3.4.1. To undertake a key policy role with respect to the advocacy and promotion of the values of the Park Lands and their management and protection.

- ~~3.3.2.3.4.2.~~ To prepare and, as appropriate, to revise, the Adelaide Park Lands Management Strategy in accordance with the requirements of the ~~Park Lands~~ Act.
- ~~3.3.3.3.4.3.~~ To provide comments and advice on any management plan prepared by the City of Adelaide or a State Authority under the ~~Park Lands~~ Act or the LG Act that relates to any part of the Adelaide Park Lands, and to monitor and, as appropriate, to provide comments, advice or reports in relation to, the implementation or operation of any such plan.
- ~~3.3.4.3.4.4.~~ To provide comments or advice in relation to the grant or operation of any lease, licence, or other form of grant of occupation of land within the Adelaide Park Lands.
- ~~3.3.5.3.4.5.~~ Based on any request, or on its own initiative, to provide advice to the City of Adelaide or to the Minister on policy, development, heritage, or management issues affecting the Adelaide Park Lands.
- ~~3.3.6.3.4.6.~~ To promote public awareness of the importance of the Adelaide Park Lands and the need to ensure that they are managed and used responsibly.
- ~~3.3.7.3.4.7.~~ To provide a forum for the discussion and consideration of topics related to the management of the Adelaide Park Lands.
- ~~3.3.8.3.4.8.~~ To ensure that the interests of South Australians are considered, and that community engagement and consultation processes are established and undertaken, in relation to the strategic management of the Adelaide Park Lands.
- ~~3.3.9.3.4.9.~~ To promote and administer the Park Lands Fund.
- ~~3.3.10.3.4.10.~~ To undertake or support other activities that will protect or enhance the Adelaide Park Lands, or in any other way promote or advance the objects of the ~~Park Lands~~ Act.
- ~~3.4.3.5.~~ Clause 4.1.3 of the Charter states the Board shall have the responsibility to manage all the activities of ~~Kadaltilla, the Authority~~ ensuring ~~Kadaltilla the Authority~~ acts in accordance with the Charter and the provisions of the ~~Park Lands~~ Act and the LG Act. Clause 4.5 of the Charter states the functions of the Board as follows:
- ~~3.4.1.3.5.1.~~ To ensure that ~~Kadaltilla the Authority~~ acts in accordance with the requirements imposed upon it under the ~~Park Lands~~ Act and this Charter.
- ~~3.4.2.3.5.2.~~ The formulation of strategic plans and strategies aimed at achieving the Functions of ~~Kadaltilla the Authority~~.
- ~~3.4.3.3.5.3.~~ To provide professional input and policy direction to ~~Kadaltilla the Authority~~.
- ~~3.4.4.3.5.4.~~ Monitoring, overseeing, and evaluating the performance of ~~Kadaltilla the Authority~~.
- ~~3.4.5.3.5.5.~~ Ensuring that ethical behaviour and integrity is established and maintained by the Board Members in all activities undertaken by ~~Kadaltilla the Authority~~.

~~3.4.6-3.5.6.~~ Subject to clause 4.8.21 of the Charter, ensuring that the activities of ~~Kadaltilla the Authority~~ are undertaken in an open and transparent manner.

~~3.4.7-3.5.7.~~ The development of Business Plans.

~~3.4.8-3.5.8.~~ Exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.

~~3.4.9-3.5.9.~~ The preparation and adoption of a code of conduct ('Code of Conduct') to be observed by the Board Members and to undertake a review of the Code of Conduct every four years in consultation with the Council.

~~3.5-3.6.~~ In accordance with clause 7 and 34, Schedule 2, Part 1 of the LG Act, A Board Member must act honestly and with reasonable care and diligence in the performance and discharge of official functions and duties.

~~3.5.1-3.6.1.~~ Board Members must take reasonable steps to be informed about the subsidiary and the relevant operations and activities of the ~~C~~council and Board to support conscientious and informed decision making. In addition, Board Members must exercise an active discretion with respect to all matters to be decided upon.

4. Behaviour of Board Members

4.1. In addition to the requirements above, Board Members must:

- 4.1.1. Act in a reasonable, just, respectful, and non-discriminatory way when dealing with people.
- 4.1.2. Work together constructively as a Board and uphold the values of honesty, integrity, accountability, and transparency, and in turn, foster community confidence and trust.
- 4.1.3. Endeavour to establish and maintain a respectful relationship with all ~~Kadaltilla Board Authority~~ members, regardless of differences of views and opinions.
- 4.1.4. Seek and consider all relevant information, community opinion and the future needs of the local community.
- 4.1.5. Show respect for others if making comments publicly and ensure that personal comments to the media or other public comments, on ~~Authority Kadaltilla~~ decisions and other matters, clearly indicate that it is a private view, and not that of ~~Kadaltilla the Authority~~.
- 4.1.6. Direct all requests for information, work, or actions to the ~~Authority's Executive Officer~~ ~~Kadaltilla Advisor~~.
- 4.1.7. Endeavour to provide accurate advice to the Council and State Government.
- 4.1.8. Apply due diligence in attendance at and preparation for meetings of the Board and accordingly advise the ~~Kadaltilla Advisor~~ ~~Executive Officer~~ if they will be an apology for a meeting. Non-attendance at three or more consecutive ordinary meetings of the Board will result in a meeting with

the Presiding Member to discuss the matter. From there a decision of the Board may be sought to consider what, if any, action will be taken.

4.2. Board Members must not:

- 4.2.1. Bully or harass other ~~Board M~~Authority members or City of Adelaide, State Government staff, or any persons making deputations or providing information or reports to ~~Kadaltilla~~the Authority.
- 4.2.2. Direct or influence Council or State Government staff with respect to the way in which these employees perform their duties.

~~5. Conflicts of Interest~~

~~In accordance with section 75B of the LG Act and clause 4.7.1 of the Charter, the conflict of interest provisions prescribed in Chapter 5, Part 4, Division 3 of the LG Act apply to all Board Members in the same manner as if they were elected members of council. Refer to Part 2 – Board Proceedings for detail.~~

~~6.5. Confidentiality and Fiduciary Duties~~

~~6.1.5.1. As per clause 4.7.3 of the Charter, Board Members will at all times act in accordance with their duties of confidence and confidentiality and individual fiduciary duties, including honesty and the exercise of reasonable care and diligence, with respect to the performance and discharge of their official functions and duties as Board Members including as required by the LG Act in Chapter 5, Part 4, Division 1 and Clause 7 of Part 1 of Schedule 2.~~

~~6.2.5.2. A Board Mmember of the board of management of the Authority does not commit a breach of a duty of confidence by reporting a matter relating to the affairs of Kadaltilla to the Minister of Planning. Section 12 of the Park Lands Act ensures that a Board Member does not commit a breach of a duty of confidence by reporting a matter relating to the affairs of Kadaltilla the Authority to the Minister. Section 12 of the Act.~~

~~6.3.5.3. Board Members must not disclose information or a document:~~

~~6.3.1-5.3.1. Provided on a confidential basis except in those circumstances provided in section 12 of the Park Lands Act.~~

~~6.3.2-5.3.2. To which there is an order of Kadaltilla the Authority or a committee of Kadaltilla the Authority in effect under section 90 of the LG Act requiring the information or document to be treated confidentially.~~

~~6.3.3-5.3.3. That the Board Member should reasonably know is information that is confidential.~~

~~5.4. The above applies beyond the Board Member's term of appointment to Kadaltilla the Board.~~

~~6.4.~~

~~7.6. Gifts and Benefits~~

~~7.1-6.1. Board Members must discharge their duties conscientiously, to the best of their ability, and for public, not private, benefit at all times.~~

~~7.2-6.2. Board Members must not:~~

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~~7.2.1.6.2.1.~~ Make improper use of his or her position as a member of ~~Kadaltilla the Authority~~, including information acquired by virtue of this position, to gain, directly or indirectly, an advantage for ~~himself or herself themselves~~ or for another person or to cause detriment to ~~Kadaltilla the Authority~~.

~~7.2.2.6.2.2.~~ Seek gifts or benefits of any kind.

~~7.2.3.6.2.3.~~ Accept any gift or benefit that may create a sense of obligation on their part or may be perceived to be intended or likely to influence them in carrying out their functions, powers, or duties.

~~7.2.4.6.2.4.~~ Accept any gift or benefit from any person who is in, or who seeks to be in, any contractual relationship with the Council or the State Government.

~~7.3.6.3.~~ Notwithstanding the above, Board Members may accept hospitality provided in the context of performing their duties, including:

~~7.3.1.6.3.1.~~ Free or subsidised meals, beverages, or refreshments of reasonable value provided in conjunction with Council or State Government Board related events such as training, education sessions workshops, conferences, and meetings.

~~7.3.2.6.3.2.~~ Council functions or events.

~~7.3.3.6.3.3.~~ Social functions organised by groups such as Council or State Government committees and community organisations.

~~7.4.6.4.~~ Sitting fees:

~~7.4.1.6.4.1.~~ ~~Kadaltilla's The Authority's~~ Charter provides for the payment of remuneration fees as determined by Council. Council has determined that sitting fees are to be paid for time spent at Board ~~M~~meetings and up to three hours of preparation time per Board ~~M~~meeting. Sitting fees can reasonably be extended to planning sessions but without the three hours preparation time. Council has not, however, determined that such payments may be made for field trips, social gatherings, and events and so attendance on these occasions is voluntary and un-paid.

~~7.4.2.6.4.2.~~ Sitting fees have been determined by Council to be in line with the *State Government Remuneration Framework for Boards and Committees* at Category 2, Level 2.

~~8.7.~~ Breaches of the Code of Conduct

~~8.1.7.1.~~ ~~Clauses 8.11.1 and 8.11.62 of the Charter prescribe the~~The process for the review of conduct of activities of ~~Kadaltilla the Authority~~ and Board Members including remedial actions, notifications, and communications required ~~is in~~ ~~o~~~~Clauses 78.11.1 and 8.11.62 of the Charter.~~

~~8.2.7.2.~~ Any complaint about the conduct of a member of ~~Kadaltilla the Authority~~ must be reported in writing to the Presiding Member of the Board, who is then responsible for investigation of the complaint. The Presiding Member must also advise the Minister responsible for the administration of the ~~Adelaide Park Lands Act 2005~~ of the complaint, investigation, and outcome.

~~8.3.7.3.~~ Any complaint about the Presiding Member must be reported in writing to the Chief Executive Officer of the Council, who is then responsible for investigation of the complaint. The Chief Executive Officer must also advise the Minister responsible for the administration of the ~~Adelaide Park Lands Act 2005~~ of the complaint, investigation, and outcome.

~~8.4.7.4.~~ The complaint must include the name and contact details of the person complaining and the member(s) of ~~Kadaltilla the Authority~~ against whom the complaint is being made.

~~8.5.7.5.~~ The complaint must specify the conduct complained about and the provision(s) of this Code of Conduct (and where relevant the section of the ~~Park Lands Act, LG Act, or Charter~~) which it is alleged to have been breached. A complaint must be substantiated by supporting evidence.

~~8.6.7.6.~~ ~~Section 7(3) of the Park Lands Act and clause 4.2.2(b) of the Charter state that Board Members may be removed from the Board for breach of, or non-compliance with, a condition of appointment, for neglect or duty, or for dishonourable conduct.~~ ~~Section 7(3) of the Act and clause 4.2.2(b) of the Charter.~~

9.8. Board Proceedings

~~9.1.8.1.~~ All proceedings of the Board should be in accordance with the functions, powers, and duties summarised in Part 1 Code of Conduct and the specific provisions of the legislation and Charter provided.

~~9.2.8.2.~~ Specific reference to the proceedings of the Board are provided in the following:

~~9.2.1.8.2.1.~~ Section 10 and 11 of the ~~Park Lands Act.~~

~~9.2.2.8.2.2.~~ Schedule 2, Part 1, section 5 (these do not overrule the above) and Chapter 6, Part 3 of the LG Act.

~~9.2.3.8.2.3.~~ Clauses 3.4, 4.1, 4.8, and 4.9 and ~~8.10~~ of the Charter.

~~9.3.8.3.~~ In addition to those specific provisions, the below provides a guide to all Board proceedings to assist Board Members in the fulfillment of their role, the Presiding Member of the Board to manage meetings, and the ~~Kadaltilla Advisor Executive Officer~~ to provide support and undertake key administrative functions of ~~Kadaltilla the Authority.~~

~~9.4.8.4.~~ Throughout ~~this document,~~ reference to the Presiding Member will also be taken as the Deputy Presiding Member or member presiding, if either is unavailable.

10.9. Committees and Delegations

~~10.1.9.1.~~ ~~Refer s~~Section 11(1)-(3) of the ~~Park Lands Act~~ and clause 3.4 of the Charter ~~relating to committees and delegations are~~ summarised below.:

~~10.2.9.2.~~ The Board may establish committees as needed and ~~membership~~ does not need to include all Board Members. ~~The~~ Presiding Member will be ~~an~~ ex-officio, ~~a~~ member of each committee.

~~10.3.9.3.~~ The payment of sitting fees to committee members will be decided by Council.

~~10.4.9.4.~~ The procedures to be observed in relation to the conduct of the business of a committee ~~will be~~ determined by the Board or (insofar as not determined by the Board) by the committee itself.

~~10.5.9.5.~~ Subject to the conditions and limitations determined by the Board and those specified under the ~~Park Lands~~ Act or LG Act, the Board may resolve to delegate any of its powers to a committee established by the Board but may not delegate the power to:

~~10.5.1.9.5.1.~~ Approve expenditure of money not included in the Budget.

~~10.5.2.9.5.2.~~ Approve reimbursement of expenses.

~~10.5.3.9.5.3.~~ Adopt financial estimates and reports.

~~10.5.4.9.5.4.~~ Any application or recommendation to the Council or the Minister.

11.10. Conflicts of Interest

~~11.1. Section 75B(2) of the LG Act and clause 4.7.1 of the Charter state that the conflict of interest provisions contained in Chapter 5, Part 4, Division 3 of the LG Act applies to Board Members of APLA. These provisions have been extracted from the legislation as below:~~

~~Local Government Act 1999~~

~~Division 3—Conflicts of interest~~

~~Subdivision 1—Material conflicts of interest~~

~~73—Material conflicts of interest~~

~~(1) Subject to this section, for the purposes of this Subdivision, a member of a council has a material conflict of interest in a matter to be discussed at a meeting of the council if any of the following persons would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter at the meeting:~~

~~(a) the member;~~

~~(b) a relative of the member;~~

~~(c) a body corporate of which the member is a director or a member of the governing body;~~

~~(d) a proprietary company in which the member is a shareholder;~~

~~(e) a beneficiary under a trust or an object of a discretionary trust of which the member is a trustee;~~

~~(f) a partner of the member;~~

~~(g) the employer or an employee of the member;~~

~~(h) a person from whom the member has received or might reasonably be expected to receive a fee, commission or other reward for providing professional or other services;~~

~~(i) a person of a prescribed class.~~

~~(2) A member of a council will not be taken to have a material conflict of interest in a matter to be discussed at a meeting of the council—~~

~~(a) if the relevant benefit or loss would be enjoyed or suffered in common with all or a substantial proportion of the ratepayers, electors or residents of the council area; or~~

~~(b) on account of an interest under subsection (1) of a relative of the member, other than the member's spouse or domestic partner, if the member does not know, and could not reasonably be expected to know, of the interest.~~

~~(3) A member of a council who is a member, officer or employee of an agency or instrumentality of the Crown, will be regarded as having a material conflict of interest in a matter before the council if the matter directly concerns that agency or instrumentality but otherwise will not be regarded as having an interest in a matter by virtue of being a member, officer or employee of the agency or instrumentality.~~

~~(4) In this section —~~

~~**agency or instrumentality of the Crown includes—**~~

~~(a) an administrative unit of the Public Service;~~

~~(b) a body corporate comprised of, or including or having a governing body comprised of or including, a Minister or Ministers of the Crown or a person or persons appointed by the Governor or a Minister or other agency or instrumentality of the Crown.~~

~~**74—Dealing with material conflicts of interest**~~

~~(1) If a member of a council has a material conflict of interest in a matter to be discussed at a meeting of the council, the member must—~~

~~(a) inform the meeting of the member's material conflict of interest in the matter; and~~

~~(b) leave the meeting room (including any area set aside for the public) such that the member cannot view or hear any discussion or voting at the meeting, and stay out of the meeting room while the matter is being discussed and voted on.~~

~~Maximum penalty:~~

~~(a) if the member votes on the matter with an intention to gain a benefit, or avoid a loss, for the member or another person—\$15 000 or 4 years imprisonment; or~~

~~(b) in any other case—\$5 000.~~

~~(2) However, a member of the council does not contravene subsection (1) by taking part in the meeting, or being in the chamber where the meeting is being conducted, if the member—~~

~~(a) has been granted an approval under subsection (3); and~~

~~(b) is complying with the conditions of the approval.~~

~~(3) The Minister may grant an approval in writing to a member of the council to take part in the meeting, or to be in the chamber where the meeting is being conducted, if—~~

~~(a) because of the number of members subject to the obligation under this section, conduct of the meeting would be obstructed if the approval were not given; or~~

~~(b) it appears to the Minister to be in the interests of the council's community and area.~~

~~(4) The Minister may grant an approval under subsection (3) subject to any conditions determined by the Minister.~~

~~(5) If a member of a council discloses a material conflict of interest in a matter to be discussed at a meeting of the council, the following details must be recorded in the minutes of the meeting and on a website determined by the chief executive officer:~~

~~(a) the member's name;~~

~~(b) the nature of the interest, as described by the member;~~

~~(c) if the member took part in the meeting, or was in the chamber during the meeting, under an approval under subsection (3), the fact that the member took part in the meeting, or was in the chamber during the meeting (as the case requires).~~

~~(6) This section does not apply to a matter of ordinary business of the council of a kind prescribed by regulation for the purposes of this section.~~

~~**Subdivision 2—Actual and perceived conflicts of interest**~~

~~75—Actual and perceived conflicts of interest~~

~~(1) In this Subdivision—~~

~~**actual conflict of interest**—see section 75A(1)(a);~~

~~**conflict of interest**—see subsections (2) and (3);~~

~~**perceived conflict of interest**—see section 75A(1)(b).~~

~~(2) For the purposes of this Subdivision but subject to this section, a conflict of interest is a conflict between—~~

~~(a) a member of a council's interests (whether direct or indirect personal or pecuniary); and~~

~~(b) the public interest, that might lead to a decision that is contrary to the public interest.~~

~~(3) A member of a council will not be regarded as having a conflict of interest in a matter to be discussed at a meeting of the council—~~

~~(a) by reason only of—~~

~~(i) an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or~~

~~(ii) membership of a political party; or~~

~~(iii) membership of a community group, sporting club or similar organisation (if the member is not an office holder for the group, club or organisation); or~~

~~(iv) the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school; or~~

~~(v) a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a council; or~~

~~(b) in prescribed circumstances.~~

~~(4) A member of a council will not be taken, for the purposes of this Subdivision, to have a conflict of interest in a matter to be discussed at a meeting of the council if the relevant member's interest in the matter is held in common with all or a substantial proportion of the ratepayers, electors or residents of the council area.~~

~~75A—Dealing with actual and perceived conflicts of interest~~

~~(1) If, in relation to a matter to be discussed at a meeting of a council, a member of the council—~~

~~(a) has a conflict of interest in the matter (an actual conflict of interest); or~~

~~(b) could reasonably be taken, from the perspective of an impartial, fair-minded person, to have a conflict of interest in the matter (a perceived conflict of interest), the member must deal with the actual or perceived conflict of interest in a transparent and accountable way.~~

~~(2) Without limiting subsection (1), the member must inform the meeting of—~~

~~(a) the member's interest in the matter; and~~

~~(b) if the member proposes to participate in the meeting in relation to the matter, how the member intends to deal with the actual or perceived conflict of interest.~~

~~(3) If a quorum at a meeting cannot be formed because a member of a council proposes to exclude himself or herself from the meeting in order to comply with subsection (1), the member will not be taken to have contravened subsection (1) by participating (including by voting, for example) in the meeting in relation to the matter if the attendance of the member, together with any other required number of members, forms a quorum for the meeting.~~

~~(4) If a member of a council discloses an actual or perceived conflict of interest in a matter to be discussed at a meeting of the council, the following details must be recorded in the minutes of the meeting and on a website determined by the chief executive officer:~~

- ~~(a) the member's name;~~
- ~~(b) the nature of the interest, as described by the member;~~
- ~~(c) the manner in which the member dealt with the actual or perceived conflict of interest;~~
- ~~(d) if the member voted on the matter, the manner in which he or she voted;~~
- ~~(e) the manner in which the majority of persons who were entitled to vote at the meeting voted on the matter.~~
- ~~(5) To avoid doubt, it is declared that non-participation in a meeting of a council is not the only way in which a member of the council may appropriately deal in a transparent and accountable way with an actual or perceived conflict of interest of the member in a matter to be discussed at the meeting.~~
- ~~(6) This section does not apply to a matter of ordinary business of the council of a kind prescribed by regulation for the purposes of this section.~~

Local Government (General) Regulations 2013

8AAB—Conflicts of interest—special provisions relating to subsidiaries and committees

~~For the purposes of sections 74(6) and 75A(6) of the Act, the following matters are prescribed:~~

- ~~(a) a matter to be discussed, or in relation to which a recommendation or decision is to be made, at a meeting of a council subsidiary if—~~
 - ~~(i) the discussion, recommendation or decision relates to the purpose for which the subsidiary is established; and~~
 - ~~(ii) the relevant interest in the matter is the interest of the council which appointed, or nominated for appointment, a member of the board of management of the subsidiary;~~
- ~~(b) a matter to be discussed, or in relation to which a recommendation or decision is to be made, at a meeting of a regional subsidiary if—~~
 - ~~(i) the discussion, recommendation or decision relates to the purpose for which the subsidiary is established; and~~
 - ~~(ii) the relevant interest in the matter is the interest of a council which appointed, or nominated for appointment, a member of the board of management of the subsidiary; and~~
 - ~~(iii) the relevant benefit or loss would be enjoyed or suffered in common with all or a substantial proportion of the constituent councils of the subsidiary;~~
- ~~(c) a matter to be discussed, or in relation to which a recommendation is to be made, at a meeting of a committee of a council established under section 41 of the Act if—~~
 - ~~(i) the discussion or recommendation relates to the purpose for which the committee is established; and~~
 - ~~(ii) the relevant interest in the matter is the interest of the council that established the committee.~~

~~12.-~~

~~12.1.—~~

~~12.2.10.1.~~ The conflict of interest provisions contained in Chapter 5, Part 4, Division 3 of the LG Act apply to Board Members of Kadaltilla in the same manner as if they were elected members of council.

10.2. The LG Act addresses material and general conflicts of interest and disclosure. It is the responsibility of all members to familiarise themselves with these sections.

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10.3. ~~A Board Member has a general conflict of interest in a matter to be discussed at a meeting of the council if an impartial, fair-minded person might consider that the member's private interests might result in the member acting in a manner that is contrary to their public duty.~~

10.4. A Board Member must deal with the **general conflict of interest** in a transparent and accountable way and must inform the meeting of:

10.4.1. ~~The member's interest in the matter, and; and~~

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10.4.2. ~~Whether or not the member proposes to participate in the meeting in relation to the matter; and~~

10.5. ~~if thea Board M-member proposes to participate in the meeting in relation to the mattermatter, they must inform the meeting of:~~

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10.5.1. ~~How the member intends to deal with the general conflict of interest, including whether the member intends to vote on the matter; and~~

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10.5.2. ~~The member's reasons for participating (and, if relevant, voting) in relation to the matter.~~

10.6. If a quorum cannot be formed because a member proposes to exclude themselves from the meeting, member may nonetheless participate (including by voting) in the meeting to ensure a quorum for the meeting.

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10.7. A Board Mmember has a material conflict of interest in a matter to be discussed at a Board Mmeeting-of-the-council if any of the specified persons (as detailed in section 73—75D of the LG Act) ~~would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter at the meeting.~~

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~~would gain a benefit or suffer a loss,~~

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~~depending on the outcome of the consideration of the matter at the meeting,~~

~~whether directly or indirectly; and~~

~~whether of a personal or pecuniary nature~~

10.8. If a Board Mmember has a material conflict of interest the member must:

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10.8.1. ~~inform the meeting of the member's material conflict of interest in the matter; and~~

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10.8.2. ~~Leave the meeting room (including any area set aside for the public) such that the member cannot view or hear any discussion or voting at the meeting and stay out of the meeting room while the matter is being discussed and voted on.~~

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~~12.3.—~~

~~A conflict of interest is a conflict between a member of a Board's interests (whether direct or indirect personal or pecuniary); and the public interest, that might lead to a decision that is contrary to the public interest~~

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~~1.1.—~~

~~12.4.~~ Board Members should review the agenda and supporting papers and reports prior to attending a meeting and should have considered his or her potential interest in the matters to be discussed at the meeting.

~~10.9.~~

~~12.5.~~ A Board Member who has an interest in a matter before the meeting must verbally disclose the interest to the appropriate meeting and on each occasion that the items are discussed.

~~10.10.~~

~~12.6.~~ A disclosure made at a meeting will be recorded in the minutes, including the details of whether the Board Member remained in the meeting, and the way all Board Members voted.

~~10.11.~~

~~1.2.10.12.~~ If a Board Member wishes to seek advice about a possible conflict of interest before a meeting, they should contact the Kadaltilla Adviser. If necessary, staff will refer the matter to the Council's lawyers for advice.

~~1.3.~~ Section 75B of the LG Act describes the actions that should be taken by a Board Member who has a conflict of interest in a matter to be discussed at a Kadaltilla Board Meeting. The Board Member should:

~~1.3.1.~~ Inform the meeting of the Board Member's material conflict of interest, and

~~1.3.2.~~ Leave the meeting room (including any area set aside for the public) such that the Board Member cannot view or hear any discussion or voting at the meeting, and stay out of the meeting room while the matter is being discussed and voted on.

~~1.4.~~ There are special provisions that relate to the management of conflicts of interest relating to subsidiaries. The special provisions under which a Board Member can participate in a meeting if they have declared a conflict of interest are described in section 75C of the LG Act.

~~2.11.~~ Meetings

Subject to the ~~Park Lands~~ Act and the provisions of the Charter, the Board may determine its own procedures for meetings, which must be fair and contribute to free and open decision making and achieve the Functions of ~~Kadaltilla the Authority~~ within its Powers and Duties.

~~2.1.11.1.~~ Presiding Member

~~2.1.1.11.1.1.~~ Section 10(1) of the ~~Park Lands Act~~ states ~~the~~ The Lord Mayor will be the ~~P~~residing ~~M~~ember of the Board. If the Lord Mayor is not a member of the Board then a member nominated by Council will be the ~~P~~residing ~~M~~ember - ~~s~~Section 10(1) of the Act.

~~2.1.2.11.1.2.~~ A Board member nominated by the Minister will be the ~~D~~eputy ~~P~~residing ~~M~~ember of the Board.

~~2.1.3.11.1.3.~~ If the ~~P~~residing ~~M~~ember is absent for a meeting, the ~~D~~eputy ~~P~~residing ~~M~~ember will preside. If both are absent, then a member of the Board chosen by the members present will preside.

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~~2.1.4-11.1.4.~~ ~~As per Schedule 2, Part 1, section 4(4) LG Act a~~ Board Member must be appointed to chair meetings of the Board ~~— Schedule 2, Part 1, section 4(4) LG Act.~~

2.2-11.2. Scheduling and Notice of Meetings

~~2.2.1-11.2.1.~~ One ordinary meeting of the Board per calendar month except December and January ~~—~~ clause 4.8.5 of the Charter.

~~2.2.2-11.2.2.~~ The Board will determine its preferred meeting time which will support the attendance of all Board Members wherever possible.

~~2.2.3-11.2.3.~~ ~~Executive Officer~~ ~~The Kadaltilla Advisor~~ must ~~give at least not give less than three~~ 3 clear business days' notice of meetings to Board Members ~~—~~ 4.8.6 of the Charter.

~~2.2.4-11.2.4.~~ Notice of meetings to Board Members must be in writing, set out the date, time, and place of the meeting, and contain (or be accompanied by), the agenda for the meeting and, as far as practicable, the documents/reports for consideration at the meeting – clause 4.8.7 and 4.8.11-4.8.12 of the Charter.

~~2.2.5-11.2.5.~~ ~~As per clause 4.8.8 of the Charter~~ – Notices of Board meeting times and places must be given to the public in the same manner of public notification of Council meetings in accordance with clause 4.8.8 of the Charter and section ~~—~~ 84 of the LG Act.

~~2.2.6-11.2.6.~~ ~~Executive Officer~~ ~~Governance to keep will ensure~~ a record of all notices of meetings are maintained – clause 4.8.10 of the Charter.

~~2.2.7-11.2.7.~~ If a meeting is adjourned for want of quorum ~~as per the section below, the Executive Officer~~ ~~Governance~~ must provide notice of the reconvened date, time, and place of the meeting to Board Members and the public via the City of Adelaide website. ~~—~~

2.3-11.3. Location of Meetings

~~2.3.1-11.3.1.~~ Ordinary meetings of the Board will be held in the Colonel Light Room, Adelaide Town Hall unless determined otherwise by the Presiding Member in consultation with the ~~Kadaltilla Advisor~~ ~~Executive Officer~~.

~~2.3.2-11.3.2.~~ When considering alternate locations, consideration must be given to safety, security, and public access to observe proceedings or in the case of electronic meetings, the ability to record and publish or live stream the meeting.

2.4-11.4. Meeting Documents

~~11.4.1.~~ Meeting documents ~~M~~ must be available to the public ~~noting with the exception for of confidential matters as per~~ – clauses 4.8.9 and 4.8.23-4.8.25 ~~of the Charter noting exception for confidential matters as per clause 4.8.25 of the Charter.~~

~~2.4.1-11.4.2.~~ All meeting content, including external presentations, must be submitted to the Kadaltilla Advisor at least four days in advance of the meeting, unless with express approval of the Presiding Member.

~~2.4.2-11.4.3.~~ Agenda structure:

1. ~~1~~ Welcome and Opening

- 1.1 Acknowledgement of Country
- 1.2 Apologies
- 1.3 Confirm ~~M~~inutes of ~~P~~revious ~~M~~meeting
- ~~Business Arising (refer to actions arising from previous meeting)~~

2. ~~Conflicts of Interest~~

3. ~~Presiding Member R~~eport

4. ~~Representations – topic and speaker listed~~

5. ~~Items for Board Discussion – topics identified~~

~~Requests to Speak to Board – topic and speaker listed~~

6. ~~Items for Board Decision – topics identified~~

~~Items for Board Discussion – topics identified~~

7. ~~Items for Noting – topics identified~~

8. ~~Other Business~~

➤ ~~8.1 Items Requested to be considered in confidence – items listed and removed if not necessary~~

➤ ~~8.2 Items for the Board in confidence – items listed and removed if not necessary~~

9. ~~Items Requested to be Considered in Confidence – items listed and removed if not necessary~~

10. ~~Items for the Board in Confidence – items listed and removed if not necessary~~

9.or 11. ~~Meeting Close and N~~ext ~~M~~meeting

~~2.4.3-11.4.4. Where a presentation is to be immediately followed by a report this should be represented as a single agenda item.~~

2.5-11.5. Special Meetings

~~2.5-11.5.1.~~ Can be convened at the request of the Presiding Member, the Council, the Minister, or ~~three~~3 Board Members in writing to the Board via the ~~Executive Officer~~Kadaltilla Advisor. There must be at least 24 hours' notice provided to Board Members and the proposed agenda should be attached to this notice – clause 4.8.13 of the Charter.

2.6-11.6. Meeting Commencement and Quorum

~~2.6-11.6.1.~~ A meeting of the Board will commence as soon as possible after the time specified in the notice of meeting and quorum present.

~~2.6-11.6.2.~~ Quorum is ~~six~~6 members of the Board - section 10(4) of the ~~Park Lands~~ Act and clause 4.8.14 of the Charter.

~~2.6-11.6.3.~~ If the number of apologies received by the ~~Executive Officer~~Kadaltilla Advisor indicates that a quorum will not be present at a

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meeting, the Board Member presiding may adjourn the meeting to a specified day and time.

~~2.6.4-11.6.4.~~ If at the expiration of 30 minutes from the commencement time specified in the notice of meeting a quorum is not present, the Board Member presiding will adjourn the meeting to a specified day and time.

~~2.6.5-11.6.5.~~ If a meeting is adjourned for want of a quorum, ~~the Governance Executive Officer~~ will publish in the minute book the reason for the adjournment, the names of the members present, and the date and time to which the meeting is adjourned.

2.7-11.7. Voting

~~2.7.4-11.7.1.~~ A decision carried by a majority of votes cast by Board Members at the meeting is a decision of ~~Kadaltilla the Authority~~ – section 10(5) of the ~~Park Lands~~ Act and clause 4.8.16 of the Charter.

~~2.7.2-11.7.2.~~ Each Board Member present at a meeting of the Board has a deliberative vote on any question arising for decision – section 10(6) of the ~~Park Lands~~ Act and clause 4.8.15 of the Charter.

~~2.7.3-11.7.3.~~ If the votes are equal, the ~~Board M~~member presiding at the meeting does not have a second or casting vote and the relevant question will lapse – section 10(6) of the ~~Park Lands~~ Act and clause 4.8.15 of the Charter.

~~2.7.4-11.7.4.~~ All Board Members present must vote (except for ~~those who have a conflict of interest provisions~~) – clause 4.8.17 of the Charter.

~~The Board, in accordance with operating procedures, may determine that a proposed resolution becomes a valid decision of the Board outside of a Board Mmeeting. This is known as an Out of Session Decision and can only be accessed if the matter is determined to be urgent and the decisions is unable to wait until the next scheduled Board Mmeeting. The majority of Board Members must respond in writing expressing their agreement to the proposed resolution and subsequently the Out of Session Decision must be included on the Agendaagenda of the next Board Mmeeting to enable the Board to ratify the Out of Session Decisions .~~

~~11.7.5. A proposed resolution of the Board becomes a valid decision of the Board despite the fact it is not voted on at a meeting if notice is given to all Board Members in accordance with procedures determined by the Board and a majority of Board Members express their concurrence by letter, telex, facsimile, or other written or electronic communication to the Kadaltilla Advisor APLA Executive Officer - Schedule 2, Part 1, section 5(6) LG Act and clause 4.8.4 of the Charter.~~

~~2.7.5-11.7.6.~~ Subject to the Charter and any direction of Council, the Board may determine its own procedures for voting which must be fair and contribute to free and open decision making, as required by clause 4.8.26 of the Charter.

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2.7.6-11.7.7. Prior to voting the Presiding Member may ask for a mover and a seconder for an item for decision. Voting will be by a show of hands for and against.

2.8-11.8. Electronic Meetings / Telecommunications Meetings

2.8.1-11.8.1. ~~Schedule 2, Part 1, section 5(5) LG Act provides that A~~ telephone or video conference between Board Members will be a valid meeting of the Board if notice is given to all Board Members in the manner determined by the Board for that purpose and each participating Board Member is capable of communicating with every other participating Board Member during the conference ~~- Schedule 2, Part 1, section 5(5) LG Act.~~

2.8.2-11.8.2. If a meeting of the Board is determined by the Minister, Council Chief Executive Officer, or Presiding Member to be conducted via video conference then in addition to the requirements of clause 4.8.3 of the Charter:

- Each Board Member must be able to see and hear, and be seen and be heard, by other Board Members.
- If at any time the Board Member cannot be seen or disconnects from the meeting, they are taken to have left the meeting.

2.8.3-11.8.3. A Board Member may only join a Board meeting by telephone with the prior approval of the Presiding Member and can only use telephone meeting participation for a maximum of two meetings of the Board per calendar year.

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2.8.4-11.8.4. In accordance with clause 4.8.3 of the Charter the requirements for attending the meeting by telephone are that:

- Each Board Member must be able to hear and be heard by other Board Members – if this cannot be achieved then the Board Member will be taken as absent from the meeting.
- Each Board Member must announce their presence to all other Board Members taking part in the meeting.

2.8.5-11.8.5. If a Board Member is disconnected from the meeting, they are taken to have left the meeting and ideally will advise the Presiding Member prior.

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2.9-11.9. Adjourning Meeting

2.9.1-11.9.1. Any meeting of the Board may be adjourned by a majority decision of the Board Members - Clause 4.8.18 of the Charter.

2.9.2-11.9.2. Note under 'Commencement and Quorum' the process for adjournment of meeting if no quorum.

2.10-11.10. Deputations / Requests to Speak to the Board

2.10.1-11.10.1. Members of the public may speak to Board Members at an ordinary meeting of the Board on an item on that meeting agenda.

2.10.2-11.10.2. All persons wishing to speak to the Board will need to submit a request in writing via email to the ~~Kadalitilla Advisor Executive Officer or viaat kadalitilla@cityofadelaide.com.au the City of Adelaide website at~~

least by ~~noon-12:00 pm~~ ~~PM~~ ~~six~~ ~~the last~~ working days prior to the meeting.

~~11.10.3.~~ The ~~Kadaltilla Advisor~~ ~~Executive Officer~~ must provide a request to speak received by a member of the public to the Director, City Shaping and Associate Director, Park Lands, Policy & Sustainability for pre-review.

~~2.10.3-11.10.4.~~ Following pre-review, the received request to speak must be provided to the Presiding Member.

~~2.10.4-11.10.5.~~ The Presiding Member may refuse to allow a person to speak to the Board and the ~~Kadaltilla Advisor~~ ~~Executive Officer~~ must take reasonable steps to ensure the persons who requested to speak to the Board are informed of the outcome of the request.

~~2.10.5-11.10.6.~~ The Presiding Member may consider the following when determining whether to allow the speaker to be heard at the meeting:

- The subject matter that is proposed by the speaker and whether it is within the power of ~~Kadaltilla~~ ~~the Authority~~, whether the person has previously spoken on the matter.
- Relevance to the subject matter and size of the agenda for that meeting.
- Previous experience with the person requesting to speak including the behaviour displayed and the relevance of information to previous meetings.

~~2.10.6-11.10.7.~~ Board Members will be advised prior to the meeting who has been granted approval to speak and their subject matter.

~~11.10.8.~~ A speaker to the Board will be allowed up to ~~five~~5 minutes and there will be no more than ~~three~~5 separate speakers at any one meeting.

~~2.10.7-11.10.9.~~ If a speaker has a presentation they wish to present to the Board during the meeting, the presentation must be submitted to the Kadaltilla Advisor by 9:00 amAM at least four working days in advance of the meeting to be illegible, unless with the express approval of the Presiding Member.

~~2.10.8-11.10.10.~~ The Presiding Member may rule the speaker ineligible to continue if in their opinion that matter is different to that raised in the request, it relates to expiation notices, summonses or other litigation, or is vague, irrelevant, insulting, or improper.

~~2.10.9-11.10.11.~~ The minutes of the meeting will identify the individual(s) heard and the subject matter raised.

~~2.10.10-11.10.12.~~ Material referenced and distributed by the speaker during their address, will ~~upon the request of the speaker,~~ be attached to the minutes of the meeting, ~~provided unless the subject to an assessment by the Kadaltilla Advisor~~ ~~Executive Officer~~ and Presiding Member agree that the material should not be disallowed on the basis that it is defamatory, offensive, or insulting in content.

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11.11. Catering

11.11.1. A light dinner may be provided to Kadaltilla Board Members and support staff for those Board Meetings with long agendas.

2.44.11.12. Other Business

2.44.1.11.12.1. Matters which Board Members wish to discuss at a meeting should be raised with the Presiding Member. The Presiding Member may ask for Other Business at the beginning of the meeting.

2.41.2.11.12.2. The Presiding Member will manage the discussion relating to the matter raised and the subject matter will be identified in the minutes of the meeting.

2.41.3.11.12.3. Replies to questions raised may be provided at the next meeting of the Board.

2.41.4.11.12.4. The Presiding Member may determine a question is not answered if the Presiding Member considers it vague, irrelevant, insulting, or improper.

2.42.11.13. Minutes

2.42.1.11.13.1. The Board must keep accurate minutes of its proceedings - Schedule 2, Part 1, section 5(11) LG Act and clause 4.9.1 of the Charter.

2.42.2.11.13.2. The following information will be included in the minutes of the meeting:

- The names of each Board Member present at the meeting, and those who are an apology or on leave.
- The Decisions of the Board.
- Any disclosure of interest made by a Board Member in accordance with section 74(5) and 75A(4) of the LG Act.
- Undertakings of the meeting.
- The Subject of any matters raised that were not on the agenda.
- The name and subject matter of speakers to the Board.
- An order to exclude the public in accordance with section 90(7) of the LG Act and clause 4.8.22 of the Charter.
- An order to keep a document, or part of a document confidential in accordance with clause 4.8.25(b) of the Charter.

2.42.3.11.13.3. Minutes are to be distributed to Board Members within five business days of the meeting and presented to the next ordinary meeting of the Board for confirmation and adoption (clauses 4.9.2-4.9.3 of the Charter).

11.13.4. The minutes of the proceedings at a meeting will be submitted for confirmation at the next meeting of the Board.

2.42.4.11.13.5. The Kadaltilla Advisor will maintain a register of Kadaltilla's decisions.

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~~2.13.11.14.~~ Interruptions

~~2.13.1.11.14.1.~~ Board Members will ensure they do not interrupt another Board Member while they are speaking.

~~2.13.2.11.14.2.~~ All mobile phones and devices should be set to silent during a meeting.

~~2.13.3.11.14.3.~~ Recording of meetings (audio, photographs, video) by Board Members or third parties will only be allowed with the prior approval of the Presiding Member.

~~2.13.4.11.14.4.~~ A member of the public or a non-member of ~~Kadaltilla the Authority~~ must not interrupt a meeting or behave in a disorderly or improper manner. Any person doing so will be asked to leave.

~~2.14.11.15.~~ Meetings in ~~Public and Confidentiality~~ **Public and Arrangements for Managing Confidential Items**

~~2.14.1. Section 13(c) of the Park Lands Act and section 5(7) of Schedule 2, Part 1 of the LG Act states that the Charter must not exclude the operation of Chapter 6 Part 3 of the LG Act in relation to the proceedings of the Authority which has been extracted from the legislation below:~~

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~~**Local Government Act 1999**
Part 3 — Public access to council and committee meetings
90 — Meetings to be held in public except in special circumstances
(1) Subject to this section, a meeting of a council or council committee must be conducted in a place open to the public.
(2) A council or council committee may order that the public be excluded from attendance at a meeting to the extent (and only to the extent) that the council or council committee considers it to be necessary and appropriate to act in a meeting closed to the public in order to receive, discuss or consider in confidence any information or matter listed in subsection (3) (after taking into account any relevant consideration under that subsection).
(3) The following information and matters are listed for the purposes of subsection (2):
(a) information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of any person (living or dead);
(b) information the disclosure of which —
(i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and
(ii) would, on balance, be contrary to the public interest;
(c) information the disclosure of which would reveal a trade secret;
(d) commercial information of a confidential nature (not being a trade secret) the disclosure of which —
(i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
(ii) would, on balance, be contrary to the public interest;
(e) matters affecting the security of the council, members or employees of the council, or council property, or the safety of any person;~~

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- ~~— (f) information the disclosure of which could reasonably be expected to prejudice the maintenance of law, including by affecting (or potentially affecting) the prevention, detection or investigation of a criminal offence, or the right to a fair trial;~~
- ~~— (g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty;~~
- ~~— (h) legal advice;~~
- ~~— (i) information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds will take place, involving the council or an employee of the council;~~
- ~~— (j) information the disclosure of which —~~
 - ~~(i) would divulge information provided on a confidential basis by or to a Minister of the Crown, or another public authority or official (not being an employee of the council, or a person engaged by the council); and~~
 - ~~(ii) would, on balance, be contrary to the public interest;~~
- ~~— (k) tenders for the supply of goods, the provision of services or the carrying out of works;~~
- ~~— (m) information relating to a proposed amendment to a Development Plan under the Development Act 1993 before a Development Plan Amendment proposal relating to the amendment is released for public consultation under that Act;~~
- ~~— (n) information relevant to the review of a determination of a council under the Freedom of Information Act 1991.~~
- ~~— (4) In considering whether an order should be made under subsection (2), it is irrelevant that discussion of a matter in public may —~~
 - ~~(a) cause embarrassment to the council or council committee concerned, or to members or employees of the council; or~~
 - ~~(b) cause a loss of confidence in the council or council committee; or~~
 - ~~(c) involve discussion of a matter that is controversial within the council area; or~~
 - ~~(d) make the council susceptible to adverse criticism.~~
- ~~— (5) A person who, knowing that an order is in force under subsection (2), enters or remains in a room in which a meeting of the council or council committee is being held is guilty of an offence and liable to a penalty not exceeding \$500 and if such a person fails to leave the room on request it is lawful for an employee of the council or a member of the police force to use reasonable force to remove him or her from the room.~~
- ~~— (6) Subsection (5) does not apply to —~~
 - ~~(a) a member of the council or the council committee; or~~
 - ~~(b) any other person permitted to be in the room by the council or the council committee.~~
- ~~— (7) If an order is made under subsection (2), a note must be made in the minutes of the making of the order and specifying —~~
 - ~~(a) the grounds on which the order was made; and~~
 - ~~(b) the basis on which the information or matter to which the order relates falls within the ambit of each ground on which the order was made; and~~
 - ~~(c) if relevant, the reasons that receipt, consideration or discussion of the information or matter in a meeting open to the public would be contrary to the public interest.~~
- ~~— (7a) A council committee meeting will be taken to be conducted in a place open to the public for the purposes of this section even if 1 or more committee members~~

participate in the meeting by telephone or other electronic means in accordance with any procedures prescribed by the regulations or determined by the council under section 89 (provided that members of the public can hear the discussion between all committee members and subject to the qualification that a council may direct a committee not to use telephone or other electronic means for the purposes of its meetings).

2.14.2. — In support of the above clause 4.8.19 of the Charter states that all meetings of the Board must be conducted in a place open to the public. From time to time there will be matters discussed and considered by the Board which needs to happen in confidence based on one of the reasons provided in section 90(3) of the LG Act.

2.14.3. — In support of this clauses 4.8.21 and 4.8.22 of the Charter talks to the exclusion of the public.

2.14.4. — As per clause 4.8.20 of the Charter all Board Members must keep confidential all documents and information provided to them on a confidential basis — note the circumstances prescribed by section 12 of the Park Lands Act and Schedule 2, Part 1, section 5(7) of the LG Act.

2.14.5.11.15.1. The Charter must not exclude sSection 13(c) of the Park Lands Act, and section 5(7) of Schedule 2, Part 1 of the LG Act, states that the Charter must not exclude the operation of and Chapter 6 Part 3 of the LG Act in relation to the proceedings of Kadaltilla; the Authority which has been extracted from the legislation below:

2.14.5.4.11.15.1.1. Meetings to be held in public except in special circumstances.

2.14.6.11.15.2. On occasions, Kadaltilla may order that the public be excluded from attendance at a meeting or part of a meeting if confidential items are discussed. This needs to happen in confidence based on one of the reasons provided in section 90(3) of the LG Act.

2.14.7.11.15.3. In support of this, clauses 4.8.21 and 4.8.22 of the The Charter talks addresses to the exclusion of the public in clauses 4.8.21 and 4.8.22.

2.14.8.11.15.4. As per clause 4.8.20 of the Charter, all Board Members must keep confidential all documents and information provided to them on a confidential basis — note the circumstances prescribed by section 12 of the Park Lands Act and Schedule 2, Part 1, section 5(7) of the LG Act.

3.12. Informal Gatherings, Information Sessions or Briefing Sessions

- 3.1. Pursuant to section 90(8) of the LG Act, the Board may hold an informal gathering (not a meeting of the Board) to support informal discussion, training and awareness.*
- 3.2. This section meets the requirements for the Authority to adopt a policy on the holding of informal gatherings pursuant to section 90(8a) of the LG Act. References to the Council or committee equally apply to the Authority.*
- 3.3. The conditions associated with these informal gatherings are as per the extract from the legislation below:*

— Local Government Act 1999
— Chapter 6 — Meetings

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~~**Part 3—Public access to council and committee meetings**~~

~~**90—Meetings to be held in public except in special circumstances**~~

~~(8) The duty to hold a meeting of a council or council committee at a place open to the public does not in itself make unlawful informal gatherings or discussion involving—~~

~~(a) members of the council or council committee; or~~

~~(b) members of the council or council committee and staff,~~

~~provided that a matter which would ordinarily form part of the agenda for a formal meeting of a council or council committee is not dealt with in such a way as to obtain, or effectively obtain, a decision on the matter outside a formally constituted meeting of the council or council committee.~~

~~Examples—~~

~~The following are examples of informal gatherings or discussions that might be held under subsection (8):~~

~~(a) planning sessions associated with the development of policies or strategies;~~

~~(b) briefing or training sessions;~~

~~(c) workshops;~~

~~(d) social gatherings to encourage informal communication between members or between members and staff~~

~~(8a) In addition, an informal gathering or discussion under subsection (8) may only be held if—~~

~~(a) the council has adopted a policy on the holding of informal gatherings or discussions; and~~

~~(b) the informal gathering or discussion complies with the policy.~~

~~(8b) A policy adopted under subsection (8a) must comply with any requirements prescribed by the regulations, and the regulations may (for example) include requirements that the policy provide for—~~

~~(a) the imposition of limitations on the holding of informal gatherings or discussions; and~~

~~(b) procedures for approval of informal gatherings or discussions; and~~

~~(c) the capacity of the council to impose conditions on an approval.~~

~~(8c) A council may from time to time alter its policy, or substitute a new policy.~~

~~(8d) The council must ensure that a copy of the policy under subsection (8a) is available for inspection (without charge) at the principal office of the council during ordinary office hours and on a website determined by the chief executive officer.~~

~~(8e) A person is entitled, on payment of a fee fixed by the council, to a copy of a policy under subsection (8a):~~

3.4. In addition to the above, the policy must comply with the below requirements:

~~**Local Government (General) Regulations 2013**~~

~~**8AB—Informal gatherings and discussions**~~

~~(1) For the purposes of section 90(8b) of the Act, a council must ensure that its policy on the holding of informal gatherings or discussions—~~

~~(a) provides that designated informal gatherings or discussions must be held at a place open to the public, unless the designated informal gathering or discussion is one that the council or chief executive officer has declared may be held in confidence; and~~

~~(b) provides that the council or chief executive officer will only declare that a designated informal gathering or discussion may be held in confidence—~~

~~(i) on a case by case basis; and~~

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~~(ii) if the designated informal gathering or discussion—~~
~~(A) is a planning session of a general or strategic nature; or~~
~~(B) is a briefing relating to—~~
~~• information; or~~
~~• a matter,~~
~~of a confidential nature within the ambit of section 90(3) of the Act; and~~
~~(c) provides for procedures relating to the holding of designated informal gatherings or discussions; and~~
~~(d) provides for publication on the council's website of details relating to designated informal gatherings or discussions, including—~~
~~(i) in all cases—~~
~~(A) the place, date and time at which the designated informal gathering or discussion will be held; and~~
~~(B) the matter that is to be discussed at the designated informal gathering or discussion; and~~
~~(C) whether or not the designated informal gathering or discussion is to be held at a place open to the public; and~~
~~(ii) in the case of a designated informal gathering or discussion that will be held in confidence—the reason for the designated informal gathering or discussion being held in confidence.~~
~~(2) In this regulation—~~
~~designated informal gathering or discussion means an event organised and conducted by or on behalf of the council or chief executive officer to which members of the council or council committee (as the case may be) have been invited and that involves discussion of a matter that is, or is intended to be, part of the agenda for a formal meeting of the council or council committee.~~

12.1. Pursuant to section 90A(8) of the LG Act the Board may hold an informal gathering, information or briefing session (not a meeting of the Board) to support informal discussion, provide information or a briefing to attendees, training, and awareness.

12.2. Pursuant to section 90A(8a), informal gatherings cannot be used to obtain or effectively obtain a decision outside of formal meetings of the Board – Section 90A of the LG Act.

14. Procedure for Informal Gatherings

3-5-12.3. An informal gathering, or discussion, information or briefing session may be convened to facilitate discussion and support a non-decision-making forum that enables all Kadaltilla Board Authority Members, Council, and State Government officers to participate in an open and transparent discussion in relation to, but not limited to:

3-5-1-12.3.1. Planning and workshop sessions associated with the development of policies or strategies linked to the functions of Kadaltilla the Authority and the Board (as per section 9 of the Park Lands Act, and Schedule 2, Part 1, section 6 of the LG Act, and clause 3.1 and 4.5 of the Charter).

3-5-2-12.3.2. Briefing or training sessions.

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~~3.5.3-12.3.3.~~ Social gatherings or events to encourage informal communication between members or between members and staff.

~~3.5.4-12.3.4.~~ Briefings with or by State Government agencies or other bodies.

12.4. A designated informal gathering of the Board can be convened by the Chief Executive Officer or the Presiding Member.

~~3.6-12.5.~~ A designated informal gathering or discussion will be held in a place open to the public, except where the designated informal gathering or discussion has been declared by the Chief Executive Officer or the Presiding Member ~~the Authority or the Executive Officer~~ to be held in confidence.

~~3.7-12.6.~~ A confidentiality declaration can apply to:

~~3.7.1-12.6.1.~~ A planning session of a general or strategic nature.

~~3.7.2-12.6.2.~~ A request from Council, State Government, or other Agency.

~~3.7.3-12.6.3.~~ A briefing relating to information or a matter of a confidential nature within the ambit of section 90(3) of the LG Act.

12.7. For the purposes of section 90A(7)(b) of the LG Act, the following information must be published on the City of Adelaide website as soon as practical after Kadaltilla Board Members have been advised or as soon as practicable after the informal gathering:

~~12.7.1. When a designated informal gathering or discussion is convened, the Executive Officer must have a notice of the designated informal gathering or discussion posted to www.cityofadelaide.com.au as soon as practical after Authority Members have been advised, and not less than 4 hours before the designated informal gathering or discussion is due to start. The place, date, and time of the session,~~

12.7.2. The matter discussed at the session, and

12.7.3. Whether or not the session was open to the public- section 90A(7)(b) of the LG Act.

~~3.8-~~

~~3.9-12.8.~~ The notice of the designated informal gathering or discussion will contain the following details in all cases:

~~3.9.1-12.8.1.~~ The place, date, and time at which the designated informal gathering or discussion will be held.

~~3.9.2-12.8.2.~~ The matter that is to be discussed at the designated informal gathering or discussion.

~~3.9.3-12.8.3.~~ Whether or not the designated informal gathering or discussion is to be held at a place open to the public.

~~3.9.4-12.8.4.~~ In the case of a designated informal gathering or discussion that will be held in confidence – the reason for the designated informal gathering or discussion being held in confidence.

~~3.10-12.9.~~ Both the Kadaltilla Advisor, Governance, Executive Officer and Kadaltilla the Authority are responsible for ensuring designated informal gatherings are conducted in accordance with the LG Act.

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~~3-14-12.10.~~ Designated informal gatherings will be facilitated by the Presiding Member or a senior Council Officer. The Chair is responsible for ensuring that the purpose, intent, and outcomes of the designated informal gatherings or discussions are consistent with section 90 of the LG Act.

~~3-12-12.11.~~ There will be no formal minutes recorded from a designated informal gathering or discussion. Notes of a designated informal gathering may be tabled at the next available Kadaltilla Authority meeting.

~~3-13-12.12.~~ Attendance of Kadaltilla Board Authority Members at a designated informal gathering or discussion will be recorded via a sign-in sheet.

~~3-14-12.13.~~ An informal gathering or discussion that is not a designated informal gathering or discussion, will generally be conducted in a manner consistent with designated informal gatherings or discussions, with the exception that:

~~3-14-1-12.13.1.~~ They will not be held in a place open to the public.

~~3-14-2-12.13.2.~~ They will not be publicised.

~~3-14-3-12.13.3.~~ Attendance will not be recorded.

4.13. Annual Community Forum

~~4.1-13.1.~~ Clause 4.10 of the Charter requires an Annual Community Forum to be held each year with the overall aim to review the progress and direction of Kadaltilla the Authority over the immediately preceding financial year.

~~13.2.~~ The Board will determine the place and time of the Annual Community Forum noting that as per clause 4.10.1 of the Charter it needs to be convened by the end of October each year and public notice must be provided 4214 days prior to the Forum (in the same manner that notice of Board meetings is provided).

~~4.1-4-13.2.1.~~ The general business to be considered at the Annual Community Forum will need to be determined by Kadaltilla at the Board Meeting in the month prior or at least 21 days before the Annual Community Forum to meet the notice period required in clause 4.10.3 of the Charter.

~~13.3.~~ In determining the place and time, consideration should be given to public access and the suitability of the place for the convening of a the forum which will consider business of a general nature aimed at reviewing the progress and direction of the Board, required in clause 4.10.4 of the Charter.

~~4.2.~~ the following as determined by clause 4.10.5 of the Charter:

~~4.2.1.~~ Presiding Member report

~~4.2.2.~~ Officer report

~~4.2.3.~~ Audited financial statements for the previous financial year

~~4.2.4.~~ Any other general business as determined by the Board.

~~Note the general business to be considered at the Annual Community Forum will need to be determined by the Board at the Board meeting in the month prior or at least 14 days before the Forum to meet the notice period required in clause 4.10.3 of the Charter.~~

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~~4.3. Minutes of the Annual Community Forum will contain a summary of the matters raised and be available to the public (via the City of Adelaide website) and Board Members within 5 days of the forum being held (clause 4.10.6 of the Charter).~~

5.14. Amendments to the Code of Practice

~~5.1.14.1.~~ To the extent that the Code of Practice consists of statutory provisions enacted by the Parliament of the State of South Australia, then such references in the Code of Practice shall automatically stand amended upon the statutory provisions being amended without further resolution of the Board. In that circumstance, the Code of Practice will be amended accordingly and recorded in the Revision History table.

~~5.2.14.2.~~ If any Charter provisions are approved by Council, the Minister, and gazetted then such references in the Code of Practice will be amended accordingly. In that circumstance the Code of Practice will be amended accordingly and recorded in the Revision History table.

~~5.3.14.3.~~ Any proposal to remove or add to the Code of Practice will be determined by the Board unless it is related to a change in the Charter which must be approved by Council and the Minister.

~~5.4.14.4.~~ In response to Kadaltilla's ~~the Authority's~~ resolution, the Code of Practice may be amended to include ~~and/or~~ amend procedures to support governance arrangements for Board proceedings.

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APPENDIX A - Related Documents / Information

- [Adelaide Park Lands Act 2005 \(SA\)](#)
- [Local Government Act 1999](#)
- ~~Kadaltilla~~[Adelaide Park Lands Authority Charter](#)
- [Local Government \(General Regulations\) 2013](#)
- [Adelaide Park Lands – City of Adelaide website](#)
- [Kadaltilla / Adelaide Park Lands Authority – City of Adelaide website](#)

REVISION HISTORY

DATE	DESCRIPTION	APPROVED BY
25 February 2021	Approved	Kadaltilla / Adelaide Park Lands Authority
4 May 2023	Amendment to various sections	



Kadaltilla

Code of Practice

June 2023

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INTRODUCTION

This Code of Practice forms a key part of the governance framework to support Kadaltilla / Adelaide Park Lands Authority (Kadaltilla) Board Members with the fulfilment of Board Member and staff obligations to Kadaltilla.

The critical documents are linked above and at the end of this document.

The definitions as stated in clause 2 of the Charter apply to this Code of Conduct.

1. Legislative Framework

- 1.1. Kadaltilla is established by the [Adelaide Park Lands Act 2005 \(SA\)](#) (the Act), an act to establish a legislative framework that promotes the special status, attributes and character of the Adelaide Park Lands to provide for the protection of those park lands and for their management as a world-class asset to be preserved as an urban park for the benefit of present and future generations.
- 1.2. Kadaltilla is taken to be a subsidiary of the City of Adelaide pursuant to section 42 of the [Local Government Act 1999 \(SA\)](#) (LG Act).
- 1.3. The affairs of Kadaltilla are conducted in accordance with Schedule 2, Part 1 of the LG Act unless the matter is dealt with by the Act or as modified by the Charter.
- 1.4. This Code of Practice observes and is to be read in conjunction with the Act, LG Act and [Kadaltilla Charter](#) (the Charter) as adopted by the City of Adelaide and the Minister for Local Government. Specifically, the Code of Practice contains key procedural and operational matters to be observed.
- 1.5. Nothing in this Code of Practice overrides, prevails or amends the provisions of the relevant legislation or the Charter.
- 1.6. The Charter requires the adoption of a Code of Conduct to be observed by Board Members. In addition, the Code of Conduct should be reviewed every four years in consultation with Council - clause 4.5.9 of the Charter.
- 1.7. The Code of Conduct includes all legislative components and the requirements contained in this section.

2. Statutory Principles

- 2.1. Section 4(2) of the Act requires Board Members to have regard to and apply the following Statutory Principles stated in section 4(1) of the Act:
 - 2.1.1. The land comprising the Adelaide Park Lands should, as far as is reasonably appropriate, correspond to the general intentions of Colonel William Light in establishing the first Plan of Adelaide in 1837.
 - 2.1.2. The Adelaide Park Lands should be held for the public benefit of the people of South Australia and should be generally available to them for their use and enjoyment (recognising that certain uses of the Park Lands may restrict or prevent access to particular parts of the Park Lands).
 - 2.1.3. The Adelaide Park Lands reflect and support a diverse range of environmental, cultural, recreational, and social values and activities that should be protected and enhanced.

- 2.1.4. The Adelaide Park Lands provide a defining feature to the City of Adelaide and contribute to the economic and social well-being of the City in a manner that should be recognised and enhanced.
- 2.1.5. The contribution that the Adelaide Park Lands make to the natural heritage of the Adelaide Plains should be recognised, and consideration given to the extent to which initiatives involving the Park Lands can improve the biodiversity and sustainability of the Adelaide Plains.
- 2.1.6. The State Government, State agencies and authorities, and the City of Adelaide, should actively seek to co-operate and collaborate with each other to protect and enhance the Adelaide Park Lands.
- 2.1.7. The interests of the South Australian community in ensuring the preservation of the Adelaide Park Lands are to be recognised, and activities that may affect the Park Lands should be consistent with maintaining or enhancing the environmental, cultural, recreational, and social heritage status of the Park Lands for the benefit of the State.

3. Functions, Powers and Duties

- 3.1. When fulfilling their role, Board Members need to adhere to the Powers and Duties of Kadaltilla as prescribed in clause 3.2 of the Charter. Specifically, clause 4.1.4 of the Charter states the Board will be entitled to make decisions in accordance with the Powers of Kadaltilla set out in the Charter and by or under the Act.
- 3.2. The General Duties of a Board Member are detailed in section 62 of the LG Act
- 3.3. Board Members need to adhere to the Functions of Kadaltilla as detailed in section 9 of the Act, Schedule 2, Part 1, section 6 of the LG Act, and clause 3.1 of the Charter. Board Members also need to adhere to the Functions of the Board as per clause 4.5 of the Charter.
- 3.4. The Powers, duties, and functions of Kadaltilla are summarised below:
 - 3.4.1. To undertake a key policy role with respect to the advocacy and promotion of the values of the Park Lands and their management and protection.
 - 3.4.2. To prepare and, as appropriate, to revise, the Adelaide Park Lands Management Strategy in accordance with the requirements of the Act.
 - 3.4.3. To provide comments and advice on any management plan prepared by the City of Adelaide or a State Authority under the Act or the LG Act that relates to any part of the Adelaide Park Lands, and to monitor and, as appropriate, to provide comments, advice or reports in relation to, the implementation or operation of any such plan.
 - 3.4.4. To provide comments or advice in relation to the grant or operation of any lease, licence, or other form of grant of occupation of land within the Adelaide Park Lands.
 - 3.4.5. Based on any request, or on its own initiative, to provide advice to the City of Adelaide or to the Minister on policy, development, heritage, or management issues affecting the Adelaide Park Lands.

- 3.4.6. To promote public awareness of the importance of the Adelaide Park Lands and the need to ensure that they are managed and used responsibly.
 - 3.4.7. To provide a forum for the discussion and consideration of topics related to the management of the Adelaide Park Lands.
 - 3.4.8. To ensure that the interests of South Australians are considered, and that community engagement and consultation processes are established and undertaken, in relation to the strategic management of the Adelaide Park Lands.
 - 3.4.9. To promote and administer the Park Lands Fund.
 - 3.4.10. To undertake or support other activities that will protect or enhance the Adelaide Park Lands, or in any other way promote or advance the objects of the Act.
- 3.5. Clause 4.1.3 of the Charter states the Board shall have the responsibility to manage all the activities of Kadaltilla, ensuring Kadaltilla acts in accordance with the Charter and the provisions of the Act and the LG Act. Clause 4.5 of the Charter states the functions of the Board as follows:
- 3.5.1. To ensure that Kadaltilla acts in accordance with the requirements imposed upon it under the Act and this Charter.
 - 3.5.2. The formulation of strategic plans and strategies aimed at achieving the Functions of Kadaltilla.
 - 3.5.3. To provide professional input and policy direction to Kadaltilla.
 - 3.5.4. Monitoring, overseeing, and evaluating the performance of Kadaltilla.
 - 3.5.5. Ensuring that ethical behaviour and integrity is established and maintained by the Board Members in all activities undertaken by Kadaltilla.
 - 3.5.6. Subject to clause 4.8.21 of the Charter, ensuring that the activities of Kadaltilla are undertaken in an open and transparent manner.
 - 3.5.7. The development of Business Plans.
 - 3.5.8. Exercising the care, diligence and skill that a prudent person of business would exercise in managing the affairs of other persons.
 - 3.5.9. The preparation and adoption of a code of conduct ('Code of Conduct') to be observed by the Board Members and to undertake a review of the Code of Conduct every four years in consultation with the Council.
- 3.6. In accordance with clause 7 and 34, Schedule 2, Part 1 of the LG Act, A Board Member must act honestly and with reasonable care and diligence in the performance and discharge of official functions and duties.
- 3.6.1. Board Members must take reasonable steps to be informed about the subsidiary and the relevant operations and activities of the Council and Board to support conscientious and informed decision making. In addition, Board Members must exercise an active discretion with respect to all matters to be decided upon.

4. Behaviour of Board Members

- 4.1. In addition to the requirements above, Board Members must:
- 4.1.1. Act in a reasonable, just, respectful, and non-discriminatory way when dealing with people.
 - 4.1.2. Work together constructively as a Board and uphold the values of honesty, integrity, accountability, and transparency, and in turn, foster community confidence and trust.
 - 4.1.3. Endeavour to establish and maintain a respectful relationship with all Kadaltilla Board members, regardless of differences of views and opinions.
 - 4.1.4. Seek and consider all relevant information, community opinion and the future needs of the local community.
 - 4.1.5. Show respect for others if making comments publicly and ensure that personal comments to the media or other public comments, on Kadaltilla decisions and other matters, clearly indicate that it is a private view, and not that of Kadaltilla.
 - 4.1.6. Direct all requests for information, work, or actions to the Kadaltilla Advisor.
 - 4.1.7. Endeavour to provide accurate advice to the Council and State Government.
 - 4.1.8. Apply due diligence in attendance at and preparation for meetings of the Board and accordingly advise the Kadaltilla Advisor if they will be an apology for a meeting. Non-attendance at three or more consecutive ordinary meetings of the Board will result in a meeting with the Presiding Member to discuss the matter. From there a decision of the Board may be sought to consider what, if any, action will be taken.
- 4.2. Board Members must not:
- 4.2.1. Bully or harass other Board Members or City of Adelaide, State Government staff, or any persons making deputations or providing information or reports to Kadaltilla.
 - 4.2.2. Direct or influence Council or State Government staff with respect to the way in which these employees perform their duties.

5. Confidentiality and Fiduciary Duties

- 5.1. Board Members will at all times act in accordance with their duties of confidence and confidentiality and individual fiduciary duties, including honesty and the exercise of reasonable care and diligence, with respect to the performance and discharge of their official functions and duties as Board Members including as required by the LG Act in Chapter 5, Part 4, Division 1 and Clause 7 of Part 1 of Schedule 2.
- 5.2. A Board Member does not commit a breach of a duty of confidence by reporting a matter relating to the affairs of Kadaltilla to the Minister of Planning - section 12 of the Act.
- 5.3. Board Members must not disclose information or a document:

- 5.3.1. Provided on a confidential basis except in those circumstances provided in section 12 of the Act.
 - 5.3.2. To which there is an order of Kadaltilla or a committee of Kadaltilla in effect under section 90 of the LG Act requiring the information or document to be treated confidentially.
 - 5.3.3. That the Board Member should reasonably know is information that is confidential.
- 5.4. The above applies beyond the Board Member's term of appointment to Kadaltilla.

6. Gifts and Benefits

- 6.1. Board Members must discharge their duties conscientiously, to the best of their ability, and for public, not private, benefit at all times.
- 6.2. Board Members must not:
 - 6.2.1. Make improper use of his or her position as a member of Kadaltilla, including information acquired by virtue of this position, to gain, directly or indirectly, an advantage for themselves or for another person or to cause detriment to Kadaltilla.
 - 6.2.2. Seek gifts or benefits of any kind.
 - 6.2.3. Accept any gift or benefit that may create a sense of obligation on their part or may be perceived to be intended or likely to influence them in carrying out their functions, powers, or duties.
 - 6.2.4. Accept any gift or benefit from any person who is in, or who seeks to be in, any contractual relationship with the Council or the State Government.
- 6.3. Notwithstanding the above, Board Members may accept hospitality provided in the context of performing their duties, including:
 - 6.3.1. Free or subsidised meals, beverages, or refreshments of reasonable value provided in conjunction with Council or State Government Board related events such as training, education sessions workshops, conferences, and meetings.
 - 6.3.2. Council functions or events.
 - 6.3.3. Social functions organised by groups such as Council or State Government committees and community organisations.
- 6.4. Sitting fees:
 - 6.4.1. Kadaltilla's Charter provides for the payment of remuneration fees as determined by Council. Council has determined that sitting fees are to be paid for time spent at Board Meetings and up to three hours of preparation time per Board Meeting. Sitting fees can reasonably be extended to planning sessions but without the three hours preparation time. Council has not, however, determined that such payments may be made for field trips, social gatherings, and events and so attendance on these occasions is voluntary and un-paid.

- 6.4.2. Sitting fees have been determined by Council to be in line with the *State Government Remuneration Framework for Boards and Committees* at Category 2, Level 2.

7. Breaches of the Code of Conduct

- 7.1. The process for the review of conduct of activities of Kadaltilla and Board Members including remedial actions, notifications, and communications required is in clause 7.11 of the Charter.
- 7.2. Any complaint about the conduct of a member of Kadaltilla must be reported in writing to the Presiding Member of the Board, who is then responsible for investigation of the complaint. The Presiding Member must also advise the Minister responsible for the administration of the Act of the complaint, investigation, and outcome.
- 7.3. Any complaint about the Presiding Member must be reported in writing to the Chief Executive Officer of the Council, who is then responsible for investigation of the complaint. The Chief Executive Officer must also advise the Minister responsible for the administration of the Act of the complaint, investigation, and outcome.
- 7.4. The complaint must include the name and contact details of the person complaining and the member(s) of Kadaltilla against whom the complaint is being made.
- 7.5. The complaint must specify the conduct complained about and the provision(s) of this Code of Conduct (and where relevant the section of the Act, LG Act, or Charter) which it is alleged to have been breached. A complaint must be substantiated by supporting evidence.
- 7.6. Board Members may be removed from the Board for breach of, or non-compliance with, a condition of appointment, for neglect or duty, or for dishonourable conduct - section 7(3) of the Act and clause 4.2.2(b) of the Charter.

8. Board Proceedings

- 8.1. All proceedings of the Board should be in accordance with the functions, powers, and duties summarised in Part 1 Code of Conduct and the specific provisions of the legislation and Charter provided.
- 8.2. Specific reference to the proceedings of the Board are provided in the following:
 - 8.2.1. Section 10 and 11 of the Act.
 - 8.2.2. Schedule 2, Part 1, section 5 (these do not overrule the above) and Chapter 6, Part 3 of the LG Act.
 - 8.2.3. Clauses 3.4, 4.1, 4.8, and 4.9 of the Charter.
- 8.3. In addition to those specific provisions, the below provides a guide to all Board proceedings to assist Board Members in the fulfillment of their role, the Presiding Member of the Board to manage meetings, and the Kadaltilla Advisor to provide support and undertake key administrative functions of Kadaltilla.
- 8.4. Throughout this document reference to the Presiding Member will also be taken as the Deputy Presiding Member or member presiding, if either is unavailable.

9. Committees and Delegations

- 9.1. Section 11(1)-(3) of the Act and clause 3.4 of the Charter relating to committees and delegations are summarised below.
- 9.2. The Board may establish committees as needed and membership does not need to include all Board Members. The Presiding Member will be an ex-officio member of each committee.
- 9.3. The payment of sitting fees to committee members will be decided by Council.
- 9.4. The procedures to be observed in relation to the conduct of the business of a committee are determined by the Board or (insofar as not determined by the Board) by the committee itself.
- 9.5. Subject to the conditions and limitations determined by the Board and those specified under the Act or LG Act, the Board may resolve to delegate any of its powers to a committee established by the Board but may not delegate the power to:
 - 9.5.1. Approve expenditure of money not included in the Budget.
 - 9.5.2. Approve reimbursement of expenses.
 - 9.5.3. Adopt financial estimates and reports.
 - 9.5.4. Any application or recommendation to the Council or the Minister.

10. Conflicts of Interest

- 10.1. The conflict of interest provisions contained in Chapter 5, Part 4, Division 3 of the LG Act apply to Board Members of Kadaltilla in the same manner as if they were elected members of council.
- 10.2. The LG Act addresses material and general conflicts of interest and disclosure. It is the responsibility of all members to familiarise themselves with these sections.
- 10.3. A Board Member has a general conflict of interest in a matter to be discussed at a meeting of the council if an impartial, fair-minded person might consider that the member's private interests might result in the member acting in a manner that is contrary to their public duty.
- 10.4. A Board Member must deal with the general conflict of interest in a transparent and accountable way and must inform the meeting of:
 - 10.4.1. The member's interest in the matter, and
 - 10.4.2. Whether or not the member proposes to participate in the meeting in relation to the matter.
- 10.5. If a Board Member proposes to participate in the meeting in relation to the matter, they must inform the meeting of:
 - 10.5.1. How the member intends to deal with the general conflict of interest, including whether the member intends to vote on the matter; and
 - 10.5.2. The member's reasons for participating (and, if relevant, voting) in relation to the matter.
- 10.6. If a quorum cannot be formed because a member proposes to exclude themselves from the meeting, member may nonetheless participate (including by voting) in the meeting to ensure a quorum for the meeting.

- 10.7. A Board Member has a material conflict of interest in a matter to be discussed at a Board Meeting if any of the specified persons (as detailed in section 73-75D of the LG Act) would gain a benefit, or suffer a loss, (whether directly or indirectly and whether of a personal or pecuniary nature) depending on the outcome of the consideration of the matter at the meeting.
- 10.8. If a Board Member has a material conflict of interest the member must:
- 10.8.1. Inform the meeting of the member's material conflict of interest in the matter, and
 - 10.8.2. Leave the meeting room (including any area set aside for the public) such that the member cannot view or hear any discussion or voting at the meeting and stay out of the meeting room while the matter is being discussed and voted on.
- 10.9. Board Members should review the agenda and supporting papers and reports prior to attending a meeting and should have considered his or her potential interest in the matters to be discussed at the meeting.
- 10.10. A Board Member who has an interest in a matter before the meeting must verbally disclose the interest to the appropriate meeting and on each occasion that the items are discussed.
- 10.11. A disclosure made at a meeting will be recorded in the minutes, including the details of whether the Board Member remained in the meeting, and the way all Board Members voted.
- 10.12. If a Board Member wishes to seek advice about a possible conflict of interest before a meeting, they should contact the Kadaltilla Adviser. If necessary, staff will refer the matter to the Council's lawyers for advice.

11. Meetings

Subject to the Act and the provisions of the Charter, the Board may determine its own procedures for meetings, which must be fair and contribute to free and open decision making and achieve the Functions of Kadaltilla within its Powers and Duties.

11.1. Presiding Member

- 11.1.1. The Lord Mayor will be the Presiding Member of the Board. If the Lord Mayor is not a member of the Board then a member nominated by Council will be the Presiding Member - section 10(1) of the Act.
- 11.1.2. A Board member nominated by the Minister will be the Deputy Presiding Member of the Board.
- 11.1.3. If the Presiding Member is absent for a meeting, the Deputy Presiding Member will preside. If both are absent, then a member of the Board chosen by the members present will preside.
- 11.1.4. A Board Member must be appointed to chair meetings of the Board – Schedule 2, Part 1, section 4(4) LG Act.

11.2. Scheduling and Notice of Meetings

- 11.2.1. One ordinary meeting of the Board per calendar month except December and January – clause 4.8.5 of the Charter.

- 11.2.2. The Board will determine its preferred meeting time which will support the attendance of all Board Members wherever possible.
- 11.2.3. The Kadaltilla Advisor must give at least three clear business days' notice of meetings to Board Members – 4.8.6 of the Charter.
- 11.2.4. Notice of meetings to Board Members must be in writing, set out the date, time, and place of the meeting, and contain (or be accompanied by) the agenda for the meeting and, as far as practicable, the documents/reports for consideration at the meeting – clause 4.8.7 and 4.8.11-4.8.12 of the Charter.
- 11.2.5. Notices of Board meeting times and places must be given to the public in the same manner of public notification of Council meetings in accordance with clause 4.8.8 of the Charter and section 84 of the LG Act.
- 11.2.6. Governance will ensure a record of all notices of meetings are maintained – clause 4.8.10 of the Charter.
- 11.2.7. If a meeting is adjourned for want of quorum Governance must provide notice of the reconvened date, time, and place of the meeting to Board Members and the public via the City of Adelaide website.

11.3. Location of Meetings

- 11.3.1. Ordinary meetings of the Board will be held in the Colonel Light Room, Adelaide Town Hall unless determined otherwise by the Presiding Member in consultation with the Kadaltilla Advisor.
- 11.3.2. When considering alternate locations, consideration must be given to safety, security, and public access to observe proceedings or in the case of electronic meetings, the ability to record and publish or live stream the meeting.

11.4. Meeting Documents

- 11.4.1. Meeting documents must be available to the public with the exception of confidential matters as per clauses 4.8.9 and 4.8.23-4.8.25 of the Charter.
- 11.4.2. All meeting content, including external presentations, must be submitted to the Kadaltilla Advisor at least four days in advance of the meeting, unless with express approval of the Presiding Member.
- 11.4.3. Agenda structure:
 1. Welcome and Opening
 - 1.1 Acknowledgement of Country
 - 1.2 Apologies
 - 1.3 Confirm Minutes of Previous Meeting
 2. Conflicts of Interest
 3. Presiding Member Report
 4. Representations – *topic and speaker listed*
 5. Items for Board Discussion – *topics identified*

6. Items for Board Decision – *topics identified*
7. Items for Noting – *topics identified*
8. Other Business
9. Items Requested to be Considered in Confidence – *items listed and removed if not necessary*
10. Items for the Board in Confidence – *items listed and removed if not necessary*
- 9.or 11. Meeting Close and Next Meeting

11.4.4. Where a presentation is to be immediately followed by a report this should be represented as a single agenda item.

11.5. Special Meetings

11.5.1. Can be convened at the request of the Presiding Member, the Council, the Minister, or three Board Members in writing to the Board via the Kadaltilla Advisor. There must be at least 24 hours' notice provided to Board Members and the proposed agenda should be attached to this notice – clause 4.8.13 of the Charter.

11.6. Meeting Commencement and Quorum

11.6.1. A meeting of the Board will commence as soon as possible after the time specified in the notice of meeting and quorum present.

11.6.2. Quorum is six members of the Board - section 10(4) of the Act and clause 4.8.14 of the Charter.

11.6.3. If the number of apologies received by the Kadaltilla Advisor indicates that a quorum will not be present at a meeting, the Board Member presiding may adjourn the meeting to a specified day and time.

11.6.4. If at the expiration of 30 minutes from the commencement time specified in the notice of meeting a quorum is not present, the Board Member presiding will adjourn the meeting to a specified day and time.

11.6.5. If a meeting is adjourned for want of a quorum, Governance will publish in the minute book the reason for the adjournment, the names of the members present, and the date and time to which the meeting is adjourned.

11.7. Voting

11.7.1. A decision carried by a majority of votes cast by Board Members at the meeting is a decision of Kadaltilla – section 10(5) of the Act and clause 4.8.16 of the Charter.

11.7.2. Each Board Member present at a meeting of the Board has a deliberative vote on any question arising for decision – section 10(6) of the Act and clause 4.8.15 of the Charter.

11.7.3. If the votes are equal, the Board Member presiding at the meeting does not have a second or casting vote and the relevant question will lapse – section 10(6) of the Act and clause 4.8.15 of the Charter.

- 11.7.4. All Board Members present must vote (except for those who have a conflict of interest) – clause 4.8.17 of the Charter.
- 11.7.5. The Board, in accordance with operating procedures, may determine that a proposed resolution becomes a valid decision of the Board outside of a Board Meeting. This is known as an Out of Session Decision and can only be accessed if the matter is determined to be urgent and the decisions is unable to wait until the next scheduled Board Meeting. The majority of Board Members must respond in writing expressing their agreement to the proposed resolution and subsequently the Out of Session Decision must be included on the agenda of the next Board Meeting to enable the Board to ratify the Out of Session Decisions - Schedule 2, Part 1, section 5(6) LG Act and clause 4.8.4 of the Charter.
- 11.7.6. Subject to the Charter and any direction of Council, the Board may determine its own procedures for voting which must be fair and contribute to free and open decision making, as required by clause 4.8.26 of the Charter.
- 11.7.7. Prior to voting the Presiding Member may ask for a mover and a seconder for an item for decision. Voting will be by a show of hands for and against.

11.8. Electronic Meetings / Telecommunications Meetings

- 11.8.1. A telephone or video conference between Board Members will be a valid meeting of the Board if notice is given to all Board Members in the manner determined by the Board for that purpose and each participating Board Member is capable of communicating with every other participating Board Member during the conference - Schedule 2, Part 1, section 5(5) LG Act.
- 11.8.2. If a meeting of the Board is determined by the Minister, Council Chief Executive Officer, or Presiding Member to be conducted via video conference then in addition to the requirements of clause 4.8.3 of the Charter:
 - Each Board Member must be able to see and hear, and be seen and be heard, by other Board Members.
 - If at any time the Board Member cannot be seen or disconnects from the meeting, they are taken to have left the meeting.
- 11.8.3. A Board Member may only join a Board meeting by telephone with the prior approval of the Presiding Member and can only use telephone meeting participation for a maximum of two meetings of the Board per calendar year.
- 11.8.4. In accordance with clause 4.8.3 of the Charter the requirements for attending the meeting by telephone are that:
 - Each Board Member must be able to hear and be heard by other Board Members – if this cannot be achieved then the Board Member will be taken as absent from the meeting.
 - Each Board Member must announce their presence to all other Board Members taking part in the meeting.

- 11.8.5. If a Board Member is disconnected from the meeting, they are taken to have left the meeting and ideally will advise the Presiding Member prior.

11.9. Adjourning Meeting

- 11.9.1. Any meeting of the Board may be adjourned by a majority decision of the Board Members - Clause 4.8.18 of the Charter.
- 11.9.2. Note under 'Commencement and Quorum' the process for adjournment of meeting if no quorum.

11.10. Deputations / Requests to Speak to the Board

- 11.10.1. Members of the public may speak to Board Members at an ordinary meeting of the Board on an item on that meeting agenda.
- 11.10.2. All persons wishing to speak to the Board will need to submit a request in writing via email to the Kadaltilla Advisor at kadaltilla@cityofadelaide.com.au by 12:00 pm six working days prior to the meeting.
- 11.10.3. The Kadaltilla Advisor must provide a request to speak received by a member of the public to the Director, City Shaping and Associate Director, Park Lands, Policy & Sustainability for pre-review.
- 11.10.4. Following pre-review, the received request to speak must be provided to the Presiding Member.
- 11.10.5. The Presiding Member may refuse to allow a person to speak to the Board and the Kadaltilla Advisor must take reasonable steps to ensure the persons who requested to speak to the Board are informed of the outcome of the request.
- 11.10.6. The Presiding Member may consider the following when determining whether to allow the speaker to be heard at the meeting:
- The subject matter that is proposed by the speaker and whether it is within the power of Kadaltilla, whether the person has previously spoken on the matter.
 - Relevance to the subject matter and size of the agenda for that meeting.
 - Previous experience with the person requesting to speak including the behaviour displayed and the relevance of information to previous meetings.
- 11.10.7. Board Members will be advised prior to the meeting who has been granted approval to speak and their subject matter.
- 11.10.8. A speaker to the Board will be allowed up to five minutes and there will be no more than three separate speakers at any one meeting.
- 11.10.9. If a speaker has a presentation they wish to present to the Board during the meeting, the presentation must be submitted to the Kadaltilla Advisor by 9:00 am at least four working days in advance of the meeting to be illegible, unless with the express approval of the Presiding Member.
- 11.10.10. The Presiding Member may rule the speaker ineligible to continue if in their opinion that matter is different to that raised in the request, it

relates to expiation notices, summonses or other litigation, or is vague, irrelevant, insulting, or improper.

11.10.11. The minutes of the meeting will identify the individual(s) heard and the subject matter raised.

11.10.12. Material referenced and distributed by the speaker during their address will be attached to the minutes of the meeting unless the Kadaltilla Advisor and Presiding Member agree that the material should be disallowed on the basis that it is defamatory, offensive, or insulting in content.

11.11. Catering

11.11.1. A light dinner may be provided to Kadaltilla Board Members and support staff for those Board Meetings with long agendas.

11.12. Other Business

11.12.1. Matters which Board Members wish to discuss at a meeting should be raised with the Presiding Member. The Presiding Member may ask for Other Business at the beginning of the meeting.

11.12.2. The Presiding Member will manage the discussion relating to the matter raised and the subject matter will be identified in the minutes of the meeting.

11.12.3. Replies to questions raised may be provided at the next meeting of the Board.

11.12.4. The Presiding Member may determine a question is not answered if the Presiding Member considers it vague, irrelevant, insulting, or improper.

11.13. Minutes

11.13.1. The Board must keep accurate minutes of its proceedings - Schedule 2, Part 1, section 5(11) LG Act and clause 4.9.1 of the Charter.

11.13.2. The following information will be included in the minutes of the meeting:

- The names of each Board Member present at the meeting, and those who are an apology or on leave.
- The decisions of the Board.
- Any disclosure of interest made by a Board Member in accordance with section 74(5) and 75A(4) of the LG Act.
- Undertakings of the meeting.
- The subject of any matters raised that were not on the agenda.
- The name and subject matter of speakers to the Board.
- An order to exclude the public in accordance with section 90(7) of the LG Act and clause 4.8.22 of the Charter.
- An order to keep a document, or part of a document confidential in accordance with clause 4.8.25(b) of the Charter.

11.13.3. Minutes are to be distributed to Board Members within five business days of the meeting and presented to the next ordinary meeting of the

Board for confirmation and adoption - clauses 4.9.2-4.9.3 of the Charter).

11.13.4. The minutes of the proceedings at a meeting will be submitted for confirmation at the next meeting of the Board.

11.13.5. The Kadaltilla Advisor will maintain a register of Kadaltilla's decisions.

11.14. Interruptions

11.14.1. Board Members will ensure they do not interrupt another Board Member while they are speaking.

11.14.2. All mobile phones and devices should be set to silent during a meeting.

11.14.3. Recording of meetings (audio, photographs, video) by Board Members or third parties will only be allowed with the prior approval of the Presiding Member.

11.14.4. A member of the public or a non-member of Kadaltilla must not interrupt a meeting or behave in a disorderly or improper manner. Any person doing so will be asked to leave.

11.15. Meetings in Public and Arrangements for Managing Confidential Items

11.15.1. The Charter must not exclude section 13(c) of the Act, section 5(7) of Schedule 2, Part 1 of the LG Act, and Chapter 6 Part 3 of the LG Act in relation to the proceedings of Kadaltilla:

11.15.1.1. Meetings to be held in public except in special circumstances.

11.15.2. On occasions, Kadaltilla may order that the public be excluded from attendance at a meeting or part of a meeting if confidential items are discussed. This needs to happen in confidence based on one of the reasons provided in section 90(3) of the LG Act.

11.15.3. The Charter addresses the exclusion of the public in clauses 4.8.21 and 4.8.22.

11.15.4. As per clause 4.8.20 of the Charter, all Board Members must keep confidential all documents and information provided to them on a confidential basis – note the circumstances prescribed by section 12 of the Act and Schedule 2, Part 1, section 5(7) of the LG Act.

12. Informal Gatherings, Information Sessions or Briefing Sessions

12.1. Pursuant to section 90A of the LG Act the Board may hold an information or briefing session (not a meeting of the Board) to provide information or a briefing to attendees.

12.2. Informal gatherings cannot be used to obtain or effectively obtain a decision outside of formal meetings of the Board – section 90A of the LG Act.

12.3. An informal gathering, information or briefing session may be convened to facilitate discussion and support a non-decision-making forum that enables all Kadaltilla Board Members, Council, and State Government officers to participate in an open and transparent discussion in relation to, but not limited to:

- 12.3.1. Planning and workshop sessions associated with the development of policies or strategies linked to the functions of Kadaltilla and the Board - section 9 of the Act, Schedule 2, Part 1, section 6 of the LG Act, and clause 3.1 and 4.5 of the Charter.
- 12.3.2. Briefing or training sessions.
- 12.3.3. Social gatherings or events to encourage informal communication between members or between members and staff.
- 12.3.4. Briefings with or by State Government agencies or other bodies.
- 12.4. A designated informal gathering of the Board can be convened by the Chief Executive Officer or the Presiding Member.
- 12.5. A designated informal gathering or discussion will be held in a place open to the public, except where the designated informal gathering or discussion has been declared by the Chief Executive Officer or the Presiding Member to be held in confidence.
- 12.6. A confidentiality declaration can apply to:
 - 12.6.1. A planning session of a general or strategic nature.
 - 12.6.2. A request from Council, State Government, or other Agency.
 - 12.6.3. A briefing relating to information or a matter of a confidential nature within the ambit of section 90(3) of the LG Act.
- 12.7. For the purposes of section 90A(7)(b) of the LG Act, the following information must be published on the City of Adelaide website as soon as practical after Kadaltilla Board Members have been advised or as soon as practicable after the informal gathering:
 - 12.7.1. The place, date, and time of the session,
 - 12.7.2. The matter discussed at the session, and
 - 12.7.3. Whether or not the session was open to the public- section 90A(7)(b) of the LG Act.
- 12.8. The notice of the designated informal gathering or discussion will contain the following details in all cases:
 - 12.8.1. The place, date, and time at which the designated informal gathering or discussion will be held.
 - 12.8.2. The matter that is to be discussed at the designated informal gathering or discussion.
 - 12.8.3. Whether or not the designated informal gathering or discussion is to be held at a place open to the public.
 - 12.8.4. In the case of a designated informal gathering or discussion that will be held in confidence – the reason for the designated informal gathering or discussion being held in confidence.
- 12.9. The Kadaltilla Advisor, Governance, and Kadaltilla are responsible for ensuring designated informal gatherings are conducted in accordance with the LG Act.
- 12.10. Designated informal gatherings will be facilitated by the Presiding Member or a senior Council Officer. The Chair is responsible for ensuring that the purpose,

intent, and outcomes of the designated informal gatherings or discussions are consistent with section 90 of the LG Act.

- 12.11. There will be no formal minutes recorded from a designated informal gathering or discussion. Notes of a designated informal gathering may be tabled at the next available Kadaltilla meeting.
- 12.12. Attendance of Kadaltilla Board Members at a designated informal gathering or discussion will be recorded via a sign-in sheet.
- 12.13. An informal gathering or discussion that is not a designated informal gathering or discussion, will generally be conducted in a manner consistent with designated informal gatherings or discussions, with the exception that:
 - 12.13.1. They will not be held in a place open to the public.
 - 12.13.2. They will not be publicised.
 - 12.13.3. Attendance will not be recorded.

13. Annual Community Forum

- 13.1. Clause 4.10 of the Charter requires an Annual Community Forum to be held each year with the overall aim to review the progress and direction of Kadaltilla over the immediately preceding financial year.
- 13.2. The Board will determine the place and time of the Annual Community Forum noting that as per clause 4.10.1 of the Charter it needs to be convened by the end of October each year and public notice must be provided 21 days prior to the Forum (in the same manner that notice of Board meetings is provided).
 - 13.2.1. The general business to be considered at the Annual Community Forum will need to be determined by Kadaltilla at the Board Meeting in the month prior or at least 21 days before the Annual Community Forum to meet the notice period required in clause 4.10.3 of the Charter.
- 13.3. In determining the place and time, consideration should be given to public access and the suitability of the place for the convening the forum which will consider business of a general nature aimed at reviewing the progress and direction of the Board, required in clause 4.10.4 of the Charter.

14. Amendments to the Code of Practice

- 14.1. To the extent that the Code of Practice consists of statutory provisions enacted by the Parliament of the State of South Australia, then such references in the Code of Practice shall automatically stand amended upon the statutory provisions being amended without further resolution of the Board. In that circumstance, the Code of Practice will be amended accordingly and recorded in the Revision History table.
- 14.2. If any Charter provisions are approved by Council, the Minister, and gazetted then such references in the Code of Practice will be amended accordingly. In that circumstance the Code of Practice will be amended accordingly and recorded in the Revision History table.

- 14.3. Any proposal to remove or add to the Code of Practice will be determined by the Board unless it is related to a change in the Charter which must be approved by Council and the Minister.
- 14.4. In response to Kadaltilla's resolution, the Code of Practice may be amended to include and/or amend procedures to support governance arrangements for Board proceedings.

APPENDIX A - Related Documents / Information

- [Adelaide Park Lands Act 2005 \(SA\)](#)
- [Local Government Act 1999](#)
- [Kadaltilla Charter](#)
- [Local Government \(General Regulations\) 2013](#)
- [Adelaide Park Lands – City of Adelaide website](#)
- [Kadaltilla / Adelaide Park Lands Authority – City of Adelaide website](#)

REVISION HISTORY

DATE	DESCRIPTION	APPROVED BY
25 February 2021	Approved	Kadaltilla / Adelaide Park Lands Authority
4 May 2023	Amendment to various sections	



Kadaltilla

Adelaide Park Lands Authority

Standing Item: Update on the World Heritage Listing for the Adelaide Park Lands and Rural Settlement Landscapes

**Thursday, 22 June 2023
Board Meeting**

Author:
Associate Director Park
Lands, Policy & Sustainability

Public

Purpose

The purpose of this report is to provide an update on progress of the Joint World Heritage Bid for Adelaide and its Rural Settlement Landscapes.

Recommendation

That Kadaltilla / Adelaide Park Lands Authority:

1. Receives the report contained within Item 7.1 on the Agenda for the meeting of the Board of Kadaltilla held on 22 June 2023.
-

Implications

<p>Adelaide Park Lands Management Strategy 2015-2025</p>	<p>Adelaide Park Lands Management Strategy 2015-2025 Outcome - The Park Lands are valued as a National Heritage site worthy of World Heritage Listing. Action 1 - Secure a commitment to pursue World Heritage listing. Action 2 - Develop the case for World Heritage listing.</p>
<p>2020-2025 Strategic Plan</p>	<p>Adelaide Park Lands Authority 2020-2025 Strategic Plan Strategic Plan Alignment – Environment 2.1 - Design, protect and enhance landscape values and design qualities</p>
<p>Policy</p>	<p>The World Heritage listing of Adelaide and its rural settlement landscapes seeks to landmark the site and protect the area for future generations to enjoy and appreciate.</p>
<p>Consultation</p>	<p>Not as a result of this report.</p>
<p>Resource</p>	<p>Not as a result of this report.</p>
<p>Risk / Legal / Legislative</p>	<p>Not as a result of this report.</p>
<p>Opportunities</p>	<p>Opportunities created through World Heritage listing include:</p> <ul style="list-style-type: none"> • Improved understanding and recognition of the significance of Adelaide and its rural settlement landscapes • Global profile and cultural tourism business and international investment attraction • Creating a shared narrative about First Nations culture and history that aligns with colonial settlement • Greater levels of protection.
<p>City of Adelaide Budget Allocation</p>	<p>The expected cost of the World Heritage bid process is in the order of \$500,000 (financial year 2023/2024 to 2026/2027, subject to outcomes of Council's budgeting process). On 23 May 2023, Council endorsed its draft budget 2023/2024 for the purposes of public consultation.</p>
<p>Life of Project, Service, Initiative or (Expectancy of) Asset</p>	<p>Not as a result of this report.</p>
<p>Ongoing Costs (eg maintenance cost)</p>	<p>Not as a result of this report.</p>
<p>Other Funding Sources</p>	<p>The partner Councils of the Mount Lofty Ranges have indicated potential budget of approximately \$60,000 in 2023/2024 to progress the nomination.</p>

Discussion

Current Status

1. The Project Working Group met on 29 May 2023. At this meeting:
 - 1.1. The existing resourcing and funding commitments for the bid were discussed with specific focus on the 2023/2024 financial period.
 - 1.2. Governance arrangements to elevate involvement to senior levels of respective Council Administrations was progressed.
 - 1.3. A draft Governance structure has been prepared and is being communicated to partners seeking their feedback.
 - 1.4. The draft Governance structure includes:
 - 1.4.1. Project Steering Group at Council executive level
 - 1.4.2. Nomination Author Group
 - 1.4.3. Project Management Group (currently Project Working Group)
 - 1.4.4. Community Reference Group
 - 1.4.5. First Nations Reference Group.

Next Steps

2. The Project Working Group has agreed to increase meeting frequency to monthly to progress discussions on the proposed draft Governance structure.
 3. First Nations involvement will be progressed through conversations with Reconciliation SA and Kurna Yerta Aboriginal Corporation.
-

Attachments

Nil

- END OF REPORT -