

CITY OF WEST TORRENS



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Terms of Reference

Kings Reserve Masterplan Community Reference Group

PREAMBLE

The 2018 Kings Reserve Masterplan presents a long-term, overarching vision for Kings Reserve as a precinct. Kings Reserve is one of the city's premier multi-use open spaces as it is used for winter sport, events as well as active and passive recreation, comprising:

- Large areas of irrigated open space for sport, events and recreation;
- Trees for natural shade and play;
- Skate and bike bowl for older children;
- Thebarton Oval complex;
- Torrensville Bowling Club (formerly Hindmarsh Bowling Club);
- A large accessible playground and playing courts along Ashley Street;
- Multiple toilets supporting extended visitation; and
- Thebarton Community Centre.

The Masterplan recognises the Kings Reserve site as a contiguous part of the larger precinct and seeks to provide a sustainable, high-value, high-quality public reserve, which reflects community expectations and Council's designation of the main project site as part of a precinct-scale reserve. The Masterplan recognises the existing qualities of the reserve, including the landscape and cultural and heritage features. It seeks to consolidate existing facilities whilst upgrading well-used elements. This will ensure that the Masterplan will meet the changing needs of the community along with the strategies documented within the City of West Torrens Open Space Plan.

As part of the Adelaide Football Club (AFC) approach to Council with the view to lease Thebarton Oval and part of Kings Reserve to develop as new headquarters for the club, the AFC has worked with the community and Council, via the Masterplan Advisory Group, to establish a Masterplan for the area, which proposes to utilise part of Kings Reserve for a football training oval. As a result of this, the original Kings Reserve Masterplan which was approved in 2018 will be re-consulted with the community with the assistance of a Kings Reserve Masterplan Community Reference Group.

1. **ESTABLISHMENT**

As a result of community support and concerns identified within the ongoing consultation with regards to the Thebarton Oval Precinct Masterplan, the Council has identified the need for community representation in the consultation and implementation of a Masterplan for Kings Reserve.

The establishment of this Kings Reserve Masterplan Community Reference Group (CRG) does not derogate from the power of Council to act in a matter.

2. **PURPOSE AND OBJECTIVE**

The purpose and objective of the CRG is to be an advisory resource, which is representative of the community and which will help inform Council of what the community would like to see developed at Kings Reserve. This includes, but is not limited to:

- Consideration of the features of the existing Kings Reserve Masterplan that may be appropriate for implementation
- Raising concerns and providing feedback on topics raised with regards to Kings Reserve
- Identifying opportunities and issues for proposed designs
- Potential uses and design considerations for new public spaces
- Sharing and gathering information with/from other community members
- Assisting in analysing priorities from feedback received through the community consultation process

This feedback and input from the CRG is limited to the Kings Reserve Masterplan and has no influence, bearing or jurisdiction on the Thebarton Oval Masterplan.

The Objectives of the CRG are to:

- Establish a strong and overall park identity.
- Respond to the diversity of Kings Reserve's character by encouraging and accommodating a wide variety of activities.
- Use plantings and land form to define landscape spaces.
- Develop lively spaces that can be used for a variety of community events.
- Improve amenity which complement the parks activities.
- Respond to the regional context and link with the River Torrens Linear Park.

3. **MEMBERSHIP**

3.1 The membership of the Community Reference Group shall comprise:

- (a) three (3) Elected Members, with one being the Mayor

- (b) two community members specifically nominated by the 5031 Community Facilities and Green Space Action Group that meet the criteria specified below in (c) (i) and (ii)
- (c) four (4) members of the community, appointed by the Council who meet all of the following criteria:
 - (i) a ratepayer or a resident of the Council Area, for a minimum of 5 years
 - (ii) demonstrating to the reasonable satisfaction of both the Council (acting reasonably):
 - the experience, network or skills, to broadly represent their community;
 - an ability to work with others holding differing opinions; and
 - a willingness to equitably and fairly represent the interest of their relevant community group
- (d) two (2) officers of Council, nominated by the Chief Executive Officer

4. CHAIRPERSON

- 4.1 Council (at its meeting held 15 August 2023) appoints Mayor Coxon as the Chairperson of the Kings Reserve CRG until the Council makes its final determination on the Kings Reserve Masterplan, or as otherwise ended by resolution of Council.
- 4.2 In the absence of the Chairperson (whether or not previously notified in writing by the Chairperson), an Elected Member appointed to the CRG will be selected by the group's members in attendance at the meeting as the acting chair for the duration of the Chairperson's absence from any meeting.
- 4.3 The role of the Chairperson is to:
 - 4.3.1 oversee and facilitate the conduct of meetings:
 - 4.3.2 in particular, to ensure that all Community Reference Group members have an opportunity to participate in discussions in an open and responsible manner; and
 - 4.3.3 when a matter has been discussed significantly and no new information is being considered, call the meeting to order and move the discussion towards finalisation.

5. OPERATIONAL MATTERS

- 5.1 Secretariat support for the CRG will be provided by the CWT Administration.
- 5.2 Meeting agendas will be prepared by the CWT Administration, when required, and distributed to CRG members prior to each meeting.
- 5.3 Minutes of the proceedings of meetings of the CRG, in the form of identified actions resulting from the meeting, will be kept and maintained by the Council and will be promptly distributed to members following each meeting.

- 5.4 Meeting minutes will be referred to the next appropriate Council or Council Committee meeting to be noted.
- 5.5 Meetings will be open to interested parties, but only members of the CRG are entitled to actively participate in the meeting.
- 5.6 There will be no quorum for meetings. As such, the meetings will proceed regardless of attendance. Members present at meetings will hold discussions and provide input. It is the responsibility of members to inform the Chairperson of their inability to attend and convey their view about any matter on the agenda prior to the meeting at which they will be absent.
- 5.7 Members may be removed from the CRG by resolution of Council.
- 5.8 Members may resign their position at any time by giving notice of their intention in writing to the Chairperson.
- 5.9 If a vacancy occurs on the CRG in accordance with clauses 5.7 or 5.8, the member will not be replaced.
- 5.10 The operation and membership of the CRG will cease at the point at which Council makes its final determination on the Kings Reserve Masterplan or as otherwise ended by resolution of Council.

6. MEETING TIME AND PLACE

- 6.1 The CRG will meet at Thebarton Community Centre on the fourth Thursday of each month at 6pm.
- 6.2 Additional meetings will be arranged as required by the Chairperson.

7. DECISION MAKING

The CRG does not have any delegated authority to make decisions for, or on behalf of, the Council. In order to remove doubt, the CRG is an advisory group only with the purpose of informing the development of the agreed masterplan and does not have any authority to make or veto decisions on behalf of the Council.

8. FUNCTIONS AND RESPONSIBILITIES

The primary function of the CRG is to assist the Council to achieve the stated objectives listed in clause 2 above.

9. BEHAVIOURAL EXPECTATIONS

- 9.1 Members of the CRG are bound by the following Behavioural Expectations.

Respect:	Physical or verbal threats or abusive language will not be tolerated. Ensure the tone of discussions is respectful.
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Constructive discussions: Listen and avoid talking over others. Raise issues and offer solutions in equal measure. Be willing to challenge and be challenged about views/ issues without making personal attacks.

Effectiveness: Be concise in presenting views and adhere to the agenda and timeframes. Avoid raising the same topic if the matter has already been discussed. Attend each meeting and review relevant materials to enable informed discussion.

Public comment: No member of the CRG may make public comment (including media comment and social media) on behalf of the group other than the Chairperson.

9.2 Breach of the Behavioural Expectations may result in removal of the member from a meeting by the Chairperson or the CRG by resolution of Council.

9.3 Elected Members who are also members of the CRG must also abide by the Behavioural Standards for Council Members.